

FEDERAL BUREAU OF INVESTIGATION
FOI/PA
DELETED PAGE INFORMATION SHEET
FOI/PA# 1346539-0

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0615
BY LIAISON

Date: November 28, 1979

To: Director
Federal Emergency Management Agency
18th and F Streets, Northwest
Washington, D. C.

Attention: Director
Western Virginia Operations Office
FEMA
Room 4203, GSA Building

From: William A. Bayse
Assistant Director
Technical Services Division

Subject: FBI CADRE PERSONNEL

Please delete the name of Mr. James O. Ingram from the list of cadre personnel of this Bureau. His special badge has been returned to Federal Emergency Management Agency (FEMA) Acting Security Officer.

Enclosed for the Acting Security Officer is badge number [] issued to Mr. [] Mr. [] is not an employee of this Bureau; therefore, above mentioned badge is being returned.

Enclosure (1)

2 - Acting Security Officer, FEMA
Room G-13, GSA Building

66-17381

DFS:dm (6)

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

NOTE: Mr. Ingram has been transferred to Chicago as SAC and; therefore, is being deleted from the Bravo team. Badge number [] issued to Mr. [] was forwarded to this Bureau by FEMA letter dated 11/16/79. Mr. [] is not an employee of this Bureau.

MAIL ROOM ☒

UNITED STATES GOVERNMENT UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Memorandum

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. mb
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

TO : MR. BAYSE *mb*

DATE: 2/6/80

FROM :

[Redacted]

b6
b7C

SUBJECT: RELOCATION OF THE DIRECTOR
EMERGENCY PLANS

OBUPANS

FBIHQ

Reference [Redacted] to Mr. Bayse memorandum
1/10/80, captioned as above.

b6
b7C

PURPOSE: To recommend a replacement for [Redacted] as one of
the Special Agents to afford assistance to the Director in
the event of a national emergency requiring relocation.

b6
b7C

DETAILS: SA [Redacted] has submitted his retirement request and
will leave FBI service on 2/29/80. SA [Redacted]
Laboratory Division, is a logical replacement for SA [Redacted] since he
resides in the general area of the Director's residence.

b6
b7C

RECOMMENDATION: That SA [Redacted] be approved as one of
the Special Agents who will afford assistance
to the Director during a national emergency.

b6
b7C

COPY RETAINED IN
PERSONNEL RECORDS UNIT

- 1 - Mr. Colwell
- 1 - Mr. Boynton
- 1 - Mr. Mullen
- 1 - Mr. Herndon
- 1 - Mr. Joseph
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. Bayse
- 1 - Mr. [Redacted]

1 - Miss [Redacted]

b6
b7C

DFS:mb (15)

APPROVED:

Director _____
Exec. AD-Inv. mb
Exec. AD-Adm. mb
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. mb
Training _____
Public Affs. Off. _____

b6
b7C

XEROX
MAR 5 1980

66-17381-3561
DE-26
59 MB
FEB 13 1980
PERB, SEC. UNIT



BY LIAISON

Date: February 12, 1980

~~FEDERAL GOVERNMENT~~

To: Security Officer
Federal Emergency Management Agency
Room G-13, GS Building
18th and F Streets, Northwest
Washington, D. C.

From: William A. Bayse
Assistant Director
Technical Services Division

Subject: ~~FBI CADRE PERSONNEL~~ Bureau W.A. Plans - FBIHQ

Enclosed for Security Officer are three photographs and completed F.E.M.A. Form 86-12 and GSA Form 9038 accompanied by GSA Form 3292, for Mr. Charles P. Monroe, who is being added to the FBI relocation cadre. Mr. Monroe has "Top Secret" clearance based on an FBI background investigation. The date of Mr. Monroe's clearance is July 20, 1964, revalidated January 2, 1980. He also has "Special Intelligence" (SI) clearance. The date of this clearance is August 3, 1979.

It is requested that a badge for F.E.M.A. Special Facility be issued to him.

Enclosures (6)

66-17381

DFS:dm
(4)

18 FEB 19 1980

NOTE: Mr. Monroe has been designated to relocate to the consolidated Government facility, operated by F.E.M.A., in the event of a national emergency requiring relocation of Government operations. A special pass issued by F.E.M.A. is necessary to gain admittance to this facility.

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

MAIL ROOM ☒

Delivered to
2/15/80

REC'D. UNIT

UNITED STATES GOVERNMENT

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Memorandum

TO : Mr. F. M. Mullen, Jr.

FROM : C. P. Monroe

SUBJECT: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS1 - Mr. L. Colwell
1 - Mr. F. M. Mullen,

DATE: 1/21/80

1 - Mr. C. P. Monroe
1 - Mr. W. A. Bayse
(Attn: Defense
Plan Coordinator)Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

0615

Re [] to Mr. Cochran Memorandum dated
June 9, 1978, captioned "Realignment of Cadre of Executive
Team 2 (Bravo), FPA Special Facility, Buplans."b6
b7cPURPOSE:

To submit for approval the assignment of Deputy Assistant Director, Charles P. Monroe, to the cadre of Bravo Team, which is to relocate to the FEMA Special Facility in the event of a national emergency.

DETAILS:

Rememo established the policy that when personnel are recommended for assignment to the cadre of Bravo Team, the recommendation is to be approved by the team leader, currently Executive Assistant Director, Lee Colwell.

Former Deputy Assistant Director, James O. Ingram, has been transferred and is being replaced by Charles P. Monroe, formerly SAC, Washington Field Office.

RECOMMENDATION:

That Executive Assistant Director Colwell, approve Deputy Assistant Director, Charles P. Monroe, as a member of the cadre of Executive Team 2 (Bravo).

MAR 7 1980

APPROVED:Director _____
Exec. AD-Inv. _____
Exec. AD-Adm. _____
Exec. AD-LES _____Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____Legal Coun. _____
Plan. & Insp. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____

WRT/ig (5)

TWS
8-155

79 APR 7 '80

Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

FBI/DOJ

UNITED STATES GOVERNMENT

Memorandum

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

0615

TO : Mr. Bayse *was b km*

DATE: 3/14/80

b6
b7C

FROM : [REDACTED] *tw*

Buplans - FBIHQ

SUBJECT: ~~CADRE OF EXECUTIVE TEAM 2 (BRAVO)~~
~~FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)~~
~~SPECIAL FACILITY~~
~~EMERGENCY PLANS~~

Re [REDACTED] to Mr. Cochran memorandum, dated 6/9/78, captioned "Realignment of Cadre of Executive Team 2 (Bravo), FPA Special Facility, Buplans."

b6
b7C

PURPOSE: To submit for approval the assignment of Special Agent (SA) [REDACTED] to the cadre of the Bravo Team, which is to relocate to the FEMA Special Facility in the event of a national emergency.

b6
b7C

DETAILS: Rememo established the policy that when personnel are recommended for assignment to the cadre of the Bravo Team, the recommendation is to be approved by the team leader, currently Executive Assistant Director Lee Colwell.

SA [REDACTED] reported to FBIHQ in January, 1980, and has been given supervisory responsibility for Bureau Emergency Plans and other matters. SA [REDACTED] has visited the Bravo relocation site at the FEMA Special Facility and is thoroughly familiar with the operation and location thereof. In view of SA [REDACTED]'s current supervisory responsibilities, SA [REDACTED] should be replaced by SA [REDACTED] as the emergency coordinator. As a member of the Bravo Team, SA [REDACTED] will be available to the team leader to furnish advice and information concerning field office relocation and emergency operations during a national emergency.

b6
b7C

DE-47

U-16

66-17381-3564

5 APR 11 1980

1 - Mr. Colwell
1 - Mr. Boynton

1 - [REDACTED] (sent direct)

RVK:bjt (4)



5 MAY 15 1980

Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

FBI/DOJ

Memorandum [redacted] to Mr. Bayse
RE: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

b6
b7C

RECOMMENDATION: That Executive Assistant Director Colwell
approve SA [redacted] as a member of
the Cadre of Executive Team 2 (Bravo).

b6
b7C

APPROVED:	Adm. Serv. _____	Legal Coun. _____
	Crim. Inv. _____	Plan. & Insp. _____
Director _____		Rec. Mgnt. _____
Exec. AD-Inv. <i>RE</i> _____	Ident. _____	Tech. Servs. <i>was RB</i> _____
Exec. AD-Adm. _____	Intell. _____	Training _____
Exec. AD-LES _____	Laboratory _____	Public Affs. Off. _____

UNITED STATES GOVERNMENT

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Memorandum

TO : Mr. Colwell

DATE: 3/20/80

FROM : Legal Counsel

SUBJECT: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. initials
Plan. & Insp. _____
Rec. Mgnt. initials
Tech. Servs. initials
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

FBI/DOJ

Re [redacted] to Mr. Cochran memorandum date June 9, 1978, captioned "Realignment of Cadre of Executive Team 2 (Bravo), FPA Special Facility, Buplans."

b6
b7C

PURPOSE: To submit for approval the assignment of Deputy Assistant Director, Paul G. Donahue, to the cadre of Bravo Team, which is to relocate to the FEMA Special Facility in the event of a national emergency.

DETAILS: Rememo established the policy that when personnel are recommended for assignment to the cadre of Bravo Team, the recommendation is to be approved by the team leader, currently Executive Assistant Director Lee Colwell.

Former Deputy Assistant Director, James C. Farrington, retired, is being replaced by Paul G. Donahue, formerly Unit Chief, Legal Research Unit, Legal Counsel Division.

RECOMMENDATION: That Executive Assistant Director Colwell, approve Deputy Assistant Director Paul G. Donahue, as a member of the cadre of Executive Team 2, (Bravo).

APPROVED:

Director _____
Exec. AD-Inv. initials
Exec. AD-Adm. _____
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____

Legal Coun. initials
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____

- 1 - Mr. [redacted]
- 1 - Mr. P.G. Donahue
- 1 - Mr. Peterson

RFP:imw
(4)



Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

FBI/DOJ

33 MAY 2 1980

BY LIAISON

Date: April 1, 1980

To: Director
Federal Emergency Management Agency
1725 I Street, Northwest
Washington, D.C.

FEDERAL GOVERNMENT

Attention: Director
Western Virginia Operations Division
Room 414, Premier Building

From: William A. Bayse
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

C. Buphine - F.B.I. H.Q.

Please delete the names of Messrs. James C. Farrington, James W. Greenleaf, John P. Thomas, and [redacted] from the list of cadre personnel of this Bureau. Their special badges have been returned to Federal Emergency Management Agency (FEMA) Security Officer. (15)

b6
b7C

Enclosed for Security Officer are three photographs and completed FEMA Form 56-12 and GSA Form 9038 accompanied by GSA Form 3292, for Mr. [redacted], who is being added to the FBI relocation cadre. Mr. [redacted] has "~~Top Secret~~" clearance based on an FBI background investigation. The date of Mr. [redacted]'s clearance is May 12, 1969, revalidated January 2, 1980. Mr. [redacted] replaces Mr. [redacted] as Emergency Coordinator for this Bureau. 66-17381-3566

b6
b7C

It is requested that a badge for FEMA Special Facility be issued to him.

Enclosures (6)

2 - Security Officer, FEMA
Room 709, Premier Building

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

66-17381

1 - [redacted] (sent direct)

DPS:ljt (6)

MAIL ROOM

APPROVED:

Director _____
Exec. AD-Inv. _____
Exec. AD-Adm. _____
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____

Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____

SEE NOTE PAGE 2.

b6
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FBI/DOJ

Director
Federal Emergency Management Agency

NOTE: Mr. [] has been designated Emergency Coordinator for this Bureau and will relocate to the consolidated Government facility, operated by FEMA, in the event of a national emergency requiring relocation of Government operations. A special pass issued by FEMA is necessary to gain admittance to this facility.

b6
b7C

356

FEDERAL GOVERNMENT

BY LIAISON

Date: May 7, 1980

To: Director
Federal Emergency Management Agency
1725 I Street, Northwest
Washington, D. C.

Attention: Director
Western Virginia Operations Division
Room 414, Premier Building

From: William A. Bayse
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

Enclosed for Security Officer are three photographs and completed FEMA forms 86-12 and GSA Forms 9038 accompanied by GSA Form 3292, for Messrs, Paul G. Donahue and [redacted] who are being added to the FBI relocation cadre. The above individuals have "Top Secret" clearance based on an FBI background investigation. The date of Mr. Donahue's clearance is July 11, 1960, revalidated January 2, 1980, and Mr. [redacted]'s clearance is August 21, 1966, revalidated January 2, 1980.

b6
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Mr. Donahue also has "Special Intelligence" (SI) clearance. The date of this clearance is July 21, 1977.

It is requested that badges for FEMA Special Facility be issued to them.

23 MAY 20 1980

Enclosures (12)

2 - Security Officer, FEMA
Room 709, Premier Building

Assoc. Dir. _____
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

66-1738L

1 - [redacted] (sent direct)

DES:lmf (6)

SEE NOTE PAGE 2

MAIL ROOM ☐

84 MAY 30 '80

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b7C

**Letter to Director Federal Emergency Management Agency Re FBI
Cadre Personnel**

NOTE: Mr. Donahue has been designated to relocate to the consolidated Government facility, operated by FEMA, in the event of a national emergency requiring relocation of Government operations. A special pass issued by FEMA is necessary to gain admittance to this facility.

FEDERAL GOVERNMENT

BY LIAISON

Date: May 28, 1980

To: Mr. [redacted]
Security Officer, Investigations and Security
Federal Emergency Management Agency
Office of The Inspector General
Room 709, Premier Building
1725 I Street, N.W.
Washington, D.C. 20472

b6
b7C

From: William A. Dayse *WAD/TH*
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

To assist you in updating your records, this
is to advise that Messrs. [redacted] and [redacted]
[redacted], who are assigned to the FBI relocation cadre,
received "Special Intelligence" (SI) clearance on May 23,
1980.

b6
b7C

NOTE: Messrs. [redacted] and [redacted] did not have SI clearance
at the time their Special Facility passes were requested.
Information required by FEMA is being furnished at this
time.

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b7C

*Delivered to [redacted] office
TH 5-29-80 3M*

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b7C

Assoc. Dir. 66-17381

Dep. AD Adm. _____

Dep. AD Inv. _____

Asst. Dir.: 1 - [redacted] (sent direct)

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Intell. _____

Laboratory _____

Legal Coun. _____

Plan. & Insp. _____

Rec. Mgnt. _____

Tech. Servs. _____

Training _____

Public Affs. Off. _____

Telephone Rm. _____

Director's Sec'y _____

MAIL ROOM ☒

APPROVED:

Director _____

Exec. AD-Inv. _____

Exec. AD-Adm. _____

Exec. AD-LES _____

Adm. Serv. _____

Crim. Inv. _____

Ident. _____

Intell. _____

Laboratory _____

Legal Coun. _____

Plan. & Insp. _____

Rec. Mgnt. _____

Tech. Servs. *WAD/TH*

Training _____

Public Affs. Off. _____

b6
b7C

61 JUN 12 '80

FBI/DOJ

UNITED STATES GOVERNMENT

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Memorandum

Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

TO : MR. BAYSE

DATE: 5/29/80

~~SECRET~~

FROM : [REDACTED]

b6
b7C

SUBJECT: ~~EMERGENCY RELOCATION~~

Plans Emergency Headquarters

PURPOSE: To document information received pertaining to post disaster recovery of communications facilities.

DETAILS: On 5/20/80 SA [REDACTED] and [REDACTED] met with Mr. [REDACTED], Assistant Manager for Plans and Operations, National Communications System, who advised that his office has exhaustively studied and reviewed studies conducted pertaining to post disaster recovery of hard wire and RF communications facilities in the continental United States. He indicated that there exists a reasonable difference of opinion within the scientific community as to recovery of communications capabilities following nuclear strike and the primary determinate being the extent of the laydown. Little empirical data is available due to the international ban on nuclear testing currently being observed by the United States.

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Mr. [REDACTED] advised that the depth of service available through the AT&T system makes it, in his agency's opinion, very likely that hard wire communication would be quickly established following a nuclear incident. Communication should be feasible, if not on a national level through various regional trunks, within days after a nuclear laydown. RF communication is also very likely to be re-established for units not disabled by electromagnetic pulse attendant to nuclear explosion.

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Mr. [REDACTED] advised that planning of large scale hard wire communication backed up by or to back up HF communication should afford the greatest opportunity for post disaster communication since both transmission means are likely to be affected in different ways by nuclear blasts, however, it would be extremely responsible to implement both systems to assure post disaster communication.

b6
b7C

RECOMMENDATION: None. For information.

23 JUN 3 1980

1 - Mr. [REDACTED]
1 - Mr. [REDACTED]

APPROVED:

Director _____
Exec. AD-Inv. _____
Exec. AD-Adm. _____
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____

Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____

b6
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WEB:jo*
(4)

CLASSIFIED AND EXTENDED BY 1445
REASON FOR EXTENSION ERM, II,
1.2.4.2 (2+3)
DATE OF REVIEW FOR DECLASSIFICATION
May 29, 2000

~~SECRET~~

filed
FBI/DOJ

84 JUL 8 '80

Memorandum

~~SECRET~~



Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 10-17-2011

To : Mr. Bayse *wab/3*

Date 6/11/80

From : *TW*

b6
b7C

Subject : QUARTERLY SUMMARY
~~EMERGENCY PLANS~~

Buplans - EMERGENCY
Headquarters for FBIHQ

PURPOSE: To submit the quarterly report on the status of emergency plans.

SYNOPSIS: This document summarizes the accomplishments of the Emergency Plans Desk (EPD) during the period March - May, 1980. An emergency power capability has been placed in operation at the FBIHQ Emergency Operating Facility (EOF). Work continues on the installation of a permanent power plant. Arrangements have been made for the installation of at the EOF. The requirement for installation of has been included in the specifications for construction at the EOF. Thirty-nine field offices, FBIHQ, and have been provided with state-of-the-art HF radio capabilities in the voice mode. Plans for the evacuation of the Director during a national emergency continue to be developed, evacuation procedures are now in effect. The feasibility of relocation of telephone equipment to two designated field office EOFs to insure continuity of operations during the reconstitution period of a national emergency has been determined, and an implementation plan is being developed. FBI personnel participated in an interagency national emergency exercise and determined the plans for field office EOF operation are sound. Officials of the Department of Justice were provided a briefing of EOF operations and a tour of the FBIHQ EOF on May 20, 1980. Priority items for attention during the

b7E

- 1 - Mr. Colwell
- 1 - Mr.
- 1 - Mr. McKenzie
- 1 - Mr. Bayse
- 1 - Mr. Boyd
- 1 - Mr.
- 1 - (Rm 6421)
- 1 - R.W. Witzel (Rm 1B046)
- 1 - (sent direct)

AFS
BFS:bjt (10)

DE-70

66-17381-3570

JUN 17 1980

b6
b7C

Classified and Extended by 1445
Reason for Extension FCIM, II 1-2.4.2
Date of Review for Declassification June 11, 2000

84 JUL 8 '80

~~SECRET~~

FBI/DOJ

~~SECRET~~

Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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b7C

next quarter are as follows:

1. Implementation of the Standardized Plan for FBIHQ.
2. Installation of radio-teletype capability in field offices and FBIHQ.
3. Formalization of the interface of HF radio operations with the Federal Emergency Management Agency (FEMA).
4. Installation of the permanent emergency generator at the FBIHQ EOF.
5. Preparation for participation in the readiness exercise scheduled for November, 1980, to be conducted by the Joint Chiefs of Staff and FEMA.
6. Completion of planning for the relocation of telephone equipment in field office EOFs. (S)

(U)

RECOMMENDATION: None. For information.

APPROVED: <i>[Signature]</i>	Adm. Serv. _____	Legal Coun. _____
Director _____	Crim. Inv. _____	Plan. & Insp. _____
Exec. AD-Inv. _____	Ident. _____	Rec. Mgnt. _____
Exec. AD-Adm. <i>[Signature]</i>	Intell. _____	Tech. Servs. _____
Exec. AD-LES _____	Laboratory _____	Training _____
		Public Affs. Off. _____

DETAILS:

Emergency Power

[redacted] was occuppied by [redacted] in May, 1972. Over the last eight years, numerous "starts and stops" have been made to equip the EOF located at [redacted] with emergency power. Through the cooperative efforts of the Emergency Plans Staff (EPS) and personnel assigned to [redacted], a temporary emergency power system was installed at the EOF during the month of May, 1980. This system consists of [redacted], and the EOF is now wired to accomodate emergency power and the system is "on line." Efforts are continuing to [redacted] and to make a permanent installation outside the building. It is now estimated that the permanent installation, [redacted], will be completed by the end of the current calendar year. (S)

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(U)

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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[redacted]

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[redacted]

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(U)

High-Frequency Radio Network (RADNET)

Thirty-nine field offices, FBIHQ, and [redacted]
[redacted] are now equipped with state-of-the-art HF radio
equipment. These units are transportable and will be a vital
communications life-line when installed in field office EOFs
during a national emergency. Teletype modems are being
delivered to field offices and, upon installation, will give
the FBI an encrypted radio-teletype capability for use in both
a natural disaster or national emergency. Deliver of these
modems will be completed within the next ninety days. (S)

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Evacuation of the Director and Other FBI Officials

FEMA and [redacted] manage an evacuation program called "Joint Executive Evacuation Plan" (JEEP). This program provides for the evacuation of certain government officials, including Mr. Colwell and the Director. Mr. Colwell will be evacuated under JEEP because he is the Bravo Team leader. Upon instructions of the President, or the Director of FEMA, to activate EOF's away from Washington, D.C., Mr. Colwell will be advised to meet [redacted] for transportation to the FEMA SF. The Director of the FBI would subsequently be picked up when the President orders the dispersal of government functions. At that time, the Director would be required to notify the FEMA SF that he was in need of transportation to the SF. [redacted] would then be dispatched for him. (S)

b7E

A loose structure of the above plan has generated concern on the part of the EPS. Arrangements are now being made for the use of [redacted], which are the property of the FBI. [redacted] have been designated and have been issued "beepers" to notify them that evacuation may be necessary. If the JEEP is not feasible because of other commitments or the Director is unable to meet the stringent time-frame for meeting [redacted], FBI personnel will transport the Director to [redacted] where he will [redacted]

b7E

[redacted]. Arrangements have been made for the Director to be picked up by SF personnel at [redacted]. (S)

If the above procedure is found to be not feasible at the time of evacuation, the Director and the Assistant Directors will be transported by [redacted] to the FBI EOF at [redacted]. (S)

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[redacted] (S)

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Communications Centers

The feasibility of relocating telephone equipment to two field office EOF's for use during the reconstitution period of a national emergency has been determined. The sites will be [redacted] EOF located at [redacted]

[redacted], and [redacted] EOF located at [redacted]. This effort is based on the advice given by Mr. [redacted], National Communications System. As the FBI owns a considerable portion of its telephone switches, this action is possible through the transportation of telephone switching equipment from a field office. Telephone equipment at [redacted] and [redacted], as well as other field offices, can be made compatible with the telephone installations at the above-mentioned EOFs. The Telecommunications Unit, Operations Management Section, is cooperating with the EPD in developing this plan. (S)

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FBI Participation in FEMA Exercises

FBI personnel participated in the Readiness Exercise 1980 (REX-80) conducted by FEMA during March, 1980. This participation indicated that the administrative procedures involving relocation of FBI field office functions to EOFs, and insuring the continuity of the FBI after a nuclear strike, are sound. Participation in an additional exercise in November, 1980, is anticipated. This second exercise will not involve the assignment of personnel to the FEMA SF.

Tour of FBIHQ EOF for DOJ Officials, May 20, 1980

On May 20, 1980, the following DOJ personnel were briefed and given a tour of the FBIHQ EOF:

[redacted], Justice Management Division (JMD)
[redacted], JMD
[redacted], JMD
[redacted], Antitrust Division (ATR)
[redacted], ATR
[redacted], Associate Attorney General's Office (AAO)
[redacted], AAO

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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The above-listed individuals are among the DOJ personnel designated to relocate to the FBIHQ EOF. The Associate Attorney General, the DOJ team leader, has also requested a briefing and tour of the facility, and this is being followed with the DOJ Emergency Coordinator. As a note of interest, Mrs. [redacted], the daughter of [redacted] [redacted] was a member of this group. The briefing and tour was conducted by Program Analyst [redacted] EPD.

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Priority Items for Attention During the Next Quarter

The following aspects of Emergency Plans have been targeted for priority attention during the months of June, July, and August, 1980:

1. Implementation of the Standardized Plans for FBIHQ.

This priority item will necessarily require the full cooperation of all Headquarters Divisions, particularly [redacted] and the two investigative divisions.

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2. Installation of radio-teletype modems in field offices equipped with Sunair radio equipment.
3. Formalization of the interface of HF radio operations with FEMA.

Items 2 and 3 are being coordinated by the EPD with the Engineering Section, Technical Services Division. Personnel have been assigned to these tasks and work is in progress.

4. Installation of the permanent emergency generator at the FBHQ EOF.

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Item 4 is moving on course with the assistance of personnel assigned to [redacted]. [redacted] personnel are closely following the progress with [redacted] to insure continuing attention to this important requirement.

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5. Preparation for participation in the REX-80 Bravo exercise.

The EPS has attended several interagency conferences regarding this exercise. It is apparent with the increased attention to National preparedness, brought about by the President and the National Security Council, the value of the readiness exercises will be increased, and participation by the FBI will be of assistance in analyzing this Bureau's responses to situations in a national emergency.

6. Completion of planning for the relocation of telephone equipment to field office EOFs to insure the continuity of operations of the FBI.

Close cooperation between the Telecommunications Unit-Operations Management Section and the EPD has been instituted, and the completion of this plan is anticipated by August 31, 1980.

RECOMMENDATION: None. For information.

APPROVED:	Adm. Serv. _____	Legal Coun. _____
Director _____	Crim. Inv. _____	Plan. & Insp. _____
Exec. AD-Inv. _____	Ident. _____	Rec. Mgnt. _____
Exec. AD-Adm. _____	Intell. _____	Tech. Servs. <u>was/PLB</u>
Exec. AD-LES _____	Laboratory _____	Training _____
		Public Affs. Off. _____

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FEDERAL GOVERNMENT

BY LIAISON

Date: July 25, 1980

To: Director
Federal Emergency Management Agency
1725 I Street, Northwest
Washington, D. C.

Attention: Director
Western Virginia Operations Division
Room 414, Premier Building

From: William A. Bayse
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

Please delete the names of Messrs. Homer A. Boynton, Jr., [redacted] and [redacted] from the list of cadre personnel of this Bureau. Their special badges have been returned to Federal Emergency Management (FEMA) Security Officer.

Enclosed for Security Officer are three photographs and completed FEMA Forms 86-12 and GSA Forms 9038 accompanied by GSA Form 3292, for Messrs. Francis E. Carey, III, and [redacted], who are being added to the FBI relocation cadre. The above individuals have "Top Secret" clearance based on an FBI background investigation. The date of Mr. Carey's clearance is November 17, 1969, revalidated January 2, 1980, and Mr. [redacted]'s clearance is August 3, 1953, revalidated January 2, 1980.

Messrs. Carey and [redacted] also have "Special Intelligence" clearance. The date of Mr. Carey's clearance is November 14, 1978, and Mr. [redacted]'s clearance is December 1, 1977.

It is requested that badges for FEMA Special Facility be issued to them.

Enclosures (12)

Exec AD Inv. 2 - Security Officer, FEMA
Exec AD Adm. Room 709, Premier Building
Exec AD LES

Asst. Dir.:
Adm. Servs. 66-17381
Crim. Inv.

Ident. NOTE: Messrs. Carey and [redacted] have been designated to relocate to the
Intell. consolidated Government facility, operated by FEMA, in the event of a national
Laboratory emergency requiring relocation of Government operations. A special pass
Legal Coun. issued by FEMA is necessary to gain admittance to this facility.
Plan. & Insp.
Rec. Mgnt.

Tech. Servs. 1 - [redacted] (sent direct)
Training

Affs. Off. DES:lm1 (6)

Rm. MAIL ROOM

04 JUL 11 1980

APPROVED:

Director
Exec AD Inv.
Exec AD Adm.
Exec AD LES

Exec AD Inv.
Exec AD Adm.
Exec AD LES
Public Affs. Off.

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Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10-17-2011 BY 60324 uc baw/sab/clb

~~CONFIDENTIAL MATERIAL ATTACHED~~



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Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. Bayse

0514

Date

8/8/80

From :

[Redacted]

[Redacted]

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Subject : REPORT ON VISIT TO FEDERAL BUREAU OF INVESTIGATION
EMERGENCY OPERATIONS FACILITY BY FEDERAL EMERGENCY
MANAGEMENT AGENCY (FEMA)
EMERGENCY PLANS

PURPOSE:

BU PLANS - EMERGENCY
HEADQUARTERS FOR FBIHQ

To advise of FEMA findings resulting from FEMA representative's visit to the emergency operations facility which is to be shared by the Department of Justice and the FBI in the event of a national emergency.

DETAILS:

Mr. [Redacted], FEMA, visited the FBI emergency operations facility on May 30, 1980. Mr. [Redacted] was briefed as to the planning for enhancement of the facility and then afforded a tour of the space. The attached report reflects the result of that visit.

RECOMMENDATION:

detached & handled separately

None. For information.

APPROVED:

Director _____
Exec. AD-Adm. _____
Exec. AD-Inv. _____
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____

Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____

- 1 - Mr. Bayse
 - 1 - [Redacted] (RM 7145)
 - 1 - Mr. McKenzie (Attention: [Redacted], RM 3918)
 - 1 - [Redacted] (sent direct)
- DFS: [Redacted] (5)

66-17381-3573X1

19 JAN 29 1981

When attachments
are removed, this
memorandum
becomes
Unclassified

~~CONFIDENTIAL MATERIAL ATTACHED~~

84 FEB 19 1981

FEDERAL GOVERNMENT

BY LIAISON

Date: July 25, 1980

To: Mr. [REDACTED]
Security Officer, Investigations
and Security
Federal Emergency Management Agency
Office of The Inspector General
Room 709, Premier Building
1725 I Street, Northwest
Washington, D. C. 20472

b6
b7C

From: William A. Boyce
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

By letter dated July 12, 1977, you were advised that Mr. Homer A. Boynton, Jr., was unable to locate green picture badge number 008-017. That badge has been located and is enclosed for proper disposition.

Enclosure

66-17381

66-17381-3573

NOTE: FEMA replaced the green picture badges with the Ruscards badges during June, 1977. Mr. Boynton was unable to locate the green badge at that time.

1 - [REDACTED] (sent direct)

DFS: [REDACTED] (4)

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Director's Sec'y _____

APPROVED:

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Tech. Servs.

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Memorandum

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DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 10-17-2011



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Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.: _____
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Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. Bayse

Date 9/12/80

From : [REDACTED]

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Subject : QUARTERLY SUMMARY
EMERGENCY PLANS

PURPOSE : To submit the quarterly report on the status of emergency planning activities.

SYNOPSIS: This document summarizes the accomplishments of the Emergency Plans Desk (EPD) during the period June - August, 1980. The temporary emergency power system installed at [REDACTED] is fully operational with automatic power transfer capability. Work continues on the installation of the permanent emergency power system. [REDACTED] are now installed at the FBIHQ Emergency Operating Facility (EOF). Upon replacement of a defective [REDACTED], tests will be conducted to insure total effectiveness. [REDACTED] of the FBIHQ EOF is expected to be installed commencing December, 1980, or January, 1981. The limited High-Frequency (HF) Radio Network (RADNET) is now installed in thirty-nine field offices, FBIHQ and [REDACTED]. Clear and encrypted radio-teletype, as well as clear voice, traffic is now possible with this back-up equipment. The evacuation of the

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ENCLOSURE

Enclosure

- 1 - Mr. Colwell
- 1 - Mr. [REDACTED]
- 1 - Mr. McKenzie (Attn: [REDACTED])
- 1 - Mr. Bayse
- 1 - Mr. Boyd
- 1 - Mr. [REDACTED] (Rm 6421)
- 1 - Mr. Witzel (Rm 1B046)
- 1 - Mr. [REDACTED] (sent direct)

DE-84

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Classified and Extended by 1445
Reason for Extension FCIM, II 1-2.4.2
Date of Review for Declassification September 12, 2000

TW:deg (9)

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FBI/DOJ

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Director and other officials continue to be refined with the possibility of [] being explored. Liaison with the Federal Emergency Management Agency (FEMA) continues regarding the formalizing of communications interface procedures. Plan for FBIHQ will be printed, distributed and implemented. Emergency rations have been furnished to all field offices. (S)

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RECOMMENDATION: None. For information.

APPROVED: _____

Director _____	Adm. Serv. _____	Legal Coun. _____
Exec. AD-Adm. _____	Crim. Inv. _____	Plan. & Insp. _____
Exec. AD-Inv. _____	Ident. _____	Rec. Mgnt. _____
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	Laboratory _____	Training _____
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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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DETAILS:

Emergency Power

The temporary emergency power system installed at [redacted] during May, 1980, has been tested frequently during the past three months. Initial tests determined that exhaust and gas fumes were being vented into [redacted]. Subsequent to this determination, appropriate venting was installed and the power system is now fully operational. Automatic switching equipment, giving the capability of automatic power transfer from public utility power to emergency power and vice versa, is now installed. This equipment has operated with such effectiveness that when transfer is accomplished there is no discernable evidence of the fact, such as momentary flickering of lights or interruption of electrical equipment.

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The effort to have the permanent emergency generator installed continues. [redacted]

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[redacted] It is anticipated that construction will commence prior to the end of this calendar year, and completion of the project will be prior to the end of June, 1981.

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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High Frequency (HF) Radio Network (RADNET)

Thirty-nine field offices, FBIHQ, and []
[] are now equipped with HF radio-
teletype capability. The teletype capability is in
both the clear and encrypted modes. In view of the
"maximum order limitations" set by GSA contract, it
is not possible to complete this network during fiscal
year 1980. The Engineering Section, Technical Services
Division (TSD), has projected procuring equipment for
the remaining twenty field offices early in fiscal
year 1981. It is now anticipated that all fifty-nine
field offices will have an operable radio teletype
capability prior to the end of June 1981. This
projection is based on time for procurement, delivery,
testing, and necessary modification resultant from tests.
As noted in prior summaries, the radio equipment is
transportable and will serve as a primary communications
system for FBIHQ and field office EOFs during a national
emergency requiring relocation of FBI operations. (S)

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Evacuation of the Director and Other FBI Officials

Evacuation plans continue to be refined.

[redacted]
[redacted] Consistent with this planning,
the Emergency Plans Staff is considering the feasibility
of [redacted]

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Communications Centers

The prospect of relocating telephone equipment to field office EOFs was presented to GSA officials during the past summary period. This presentation was in support of the FBI's requirement to acquire FBI controlled, transportable telephone switches for field offices. The advantage of such equipment during a national emergency involving nuclear attack was discussed in detail, both from the aspect of relocating

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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certain switches to relocation sites and/or new field office headquarters facilities, and protection from electromagnetic pulse (EMP). By not sharing telephone switching equipment with other agencies, such as in a [] system, the FBI will be able to isolate, through disconnect procedures, the telephone equipment from the disabling effects of EMP. It is understood that such effects will render a majority of communications equipment in EMP affected areas useless until telephone company personnel can make appropriate repairs. Planning for the contingency of EOF communications centers is continuing with the Operations Management Section, TSD, cooperation. (S)

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Formalization of Interface of HF Radio Operations with FEMA

Draft documentation of a Memorandum of Understanding with FEMA, and interface operations instructions have been completed. Upon the return of the HF radio project manager from work in the field, these draft documents will be discussed with FEMA personnel to insure that all requirements have been met. Subsequent to any required changes, this interface arrangement will be finalized and placed into operation with field office testing with FEMA Federal Regional Centers.

Implementation of the Standardized Plan for FBIHQ

The Standardized Plan which has been approved by the Director's Office is undergoing final review and updating prior to printing and distribution to all FBIHQ Divisions. These changes have been caused primarily by the surge of retirements during the last weeks of August, 1980. Input from the various division is being received.

Emergency Rations for Field Offices

During the last three months, all field offices have been furnished emergency rations to sustain personnel confined to the offices for an extended period because of natural disasters. Sufficient freeze dried foods for three persons for three days and nights were provided. It is noted that during past hurricane

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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seasons, snow storms floods and earthquakes, it has been necessary to evacuate the field offices for a limited period of time, leaving only sufficient personnel to maintain the integrity of security. These individuals were often left in the offices without adequate and balanced food. The distribution of the emergency rations prior to the most severe of natural disaster periods should enable the field offices to more adequately protect the interests of the FBI.

Priority Items for Attention During the Next Quarter

The following aspects of Emergency Plans have been targeted for priority attention during the months of September, October and November, 1980.

1. Continued implementation of the Standardized Plans for FBIHQ.
2. Formalization of the interface of HF radio operations with FEMA and testing with FEMA Federal Regional Centers.
- (U) 3. Installation of the permanent emergency generator and [redacted] at the FBIHQ EOF. (S) b7E
4. Preparation for participation in the REX-80 Bravo military-civilian exercise scheduled for November, 1980.
- (U) 5. Completion of planning for the relocation of telephone equipment to field office EOFs to insure the continuity of operations of the FBI. (S)

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FEDERAL GOVERNMENT

Date: September 30, 1980

To: Director
Federal Emergency Management Agency
1725 I Street, Northwest
Washington, D. C.

Attention: Director
Western Virginia Operations Division
Room 414, Premier Building

From: William A. Rayce
Assistant Director, FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

Enclosed for Security Officer are three photographs and completed
FEMA Forms 88-12 and GSA Forms 9088 accompanied by GSA Form 3022, for
Messrs. [redacted] and [redacted], who are being added to the FBI
relocation cadre. The above individuals have "Top Secret" clearance based on
an FBI background investigation. The date of Mr. [redacted]'s clearance is
September 27, 1968, revalidated January 4, 1980, and Mr. [redacted]'s clearance is
August 10, 1964, revalidated January 2, 1980.

Mr. [redacted] also has "Special Intelligence" (SI) clearance. The date
of this clearance is July 16, 1980.

It is requested that badges for FEMA Special Facility be issued to
them.

Enclosures (12)

2 - Security Officer, FEMA
Room 703, Premier Building

66-17381

NOTE: Messrs. [redacted] and [redacted] have been designated to relocate to the
consolidated Government facility, operated by FEMA, in the event of a national
emergency requiring relocation of Government operations. A special pass
issued by FEMA is necessary to gain admittance to this facility.

1 - [redacted] (sent direct)

DFS:deg (6)

Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

APPROVED:

Director _____
Exec. AD-Adm. _____
Exec. AD-Inv. _____
Exec. AD-LES _____

Adm. Serv. _____
Crim. Inv. _____

Ident. _____
Intell. _____
Laboratory _____

Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. _____
Telephone Rm. _____

PERS. REC. UNIT

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FBI/DOJ

84 OCT 27 1980

FEDERAL GOVERNMENT
Date: January 13, 1981

To: Ms. [REDACTED]
Western Virginia Operations Division
Federal Emergency Management Agency

From: William A. Bayse
Assistant Director, FBI
Technical Services Division

Subject: TRAINING IN USE OF [REDACTED]
[REDACTED]

Reference the telephone conversations between Mr. [REDACTED]
[REDACTED], Federal Bureau of Investigation and Ms. [REDACTED], Mathematics
and Computation Laboratory (MCL), Federal Emergency Management Agency (FEMA).

Consistent with previous discussions, MCL, FEMA, is requested to
afford training in the use of [REDACTED] to the
following FBI employees:

[REDACTED]
Grade: [REDACTED]
Title: [REDACTED]
SSN: [REDACTED]
DOB: [REDACTED]
POB: [REDACTED]
Clearance: ~~Top Secret~~
Date of Clearance: 12/22/75
Basis of Clearance: Background Investigation
for FBI employment

NOTE: Personnel assigned to the FBIHQ emergency operating facility who have
been trained in the operation of [REDACTED] have now retired. It is
essential that training of replacements be promptly accomplished. Costs
involved in the training will be mileage for use of personally owned vehicles
and meals. Lodging will be provided by FEMA at the FEMA Special Facility.
Cost for this training is estimated to be a total of \$178.50. This includes
meals and mileage for both individuals. Upon receipt of information regarding
specific training dates, Messrs. [REDACTED] and [REDACTED], both assigned to [REDACTED]
[REDACTED], are to submit appropriate training request forms.

Assoc. Dir. 66-17381
Dep. AD Adm. _____
Dep. AD Inv. _____
Asst. Dir.: 1 - Mr. McKenzie
Adm. Servs. (Attn: [REDACTED])
Crim. Inv. 1 - Mr. Bayse
Ident. _____
Intell. 1 - [REDACTED] (sent direct)
Laboratory _____
Legal Coun. _____
Plan. & Insp. DFS:deg (7)
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

MAIL ROOM ☒

PERS. REC. UNIT

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Date of Birth: 12/12/1941
 Date of Death: 12/12/1941
 Date of Burial: 12/12/1941
 Date of Cremation: 12/12/1941

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1 - Director, Office, FBI
 1 - FBI, Bureau Building
 1 - FBI, New York
 1 - FBI, New York

NOTE: Mr. [] will require access to the FEMA Special Facility as indicated above. A special pass issued by FEMA is necessary to gain admittance to that facility.

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Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10-17-2011 BY 60324 uc baw/sab/clb



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Tech. Servs. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. BAYSE

From : [Redacted]

Date 4/17/81

Subject : EMERGENCY RELOCATION
CONTINUITY OF GOVERNMENT

Buplans - Emergency Headquarters For FBI HQ

PURPOSE: To propose a coordinator to continue oversight of this program.

DETAILS: In view of my pending transfer, I recommend that SA [Redacted], assisted by SA [Redacted], assume oversight responsibilities previously performed by me in this program. Although SA [Redacted] may only be present until July, I believe most of the goals set forth in my memorandum to you dated 4/13/81 can be achieved prior to his departure. Maintenance of equipment acquired to support this program can also be assumed by SA [Redacted] until his departure.

I will afford SA [Redacted] a detailed oral briefing prior to my departure from the Division.

RECOMMENDATION:

That SA [Redacted] assume oversight responsibilities for this program.

WEB:cte
(4)

- 1 - Mr. Bayse
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]

APPROVED:

Director _____	Adm. Serv. _____	Legal Coun. _____
Exec. AD-Adm. _____	Crim. Inv. _____	Plan. & Insp. _____
Exec. AD-Inv. _____	Ident. _____	Rec. Mgnt. _____
Exec. AD-LES _____	Intell. _____	Tech. Servs. _____
	Laboratory _____	Training _____
		Off. of Cong. & Public Affs. _____

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66-17381-3578

17 MAY 20 1981

55 JUN 25 1981

PERS. REC. UNIT

FBI/DOJ

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10-17-2011 BY 60324 uc baw/sab/clb



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
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Ident. _____
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Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. F. M. Mullen, Jr.

Date 7-13-81

From : C. P. Monroe

Subject : ~~CADRE OF EXECUTIVE TEAM 2 (BRAVO)~~
~~FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)~~
~~SPECIAL FACILITY EMERGENCY PLANS~~

Regarding [redacted] to Mr. Cochran memorandum dated 6-9-78, captioned "Realignment of Cadre of Executive Team 2 (Bravo), FPA Special Facility, Buplans." 66-17381-3579

PURPOSE: To submit for approval the assignment of Deputy Assistant Director, Dana E. Caro to the Cadre of Bravo Team, which is to relocate to the FEMA Special Facility in the event of a national emergency.

RECOMMENDATION: That Executive Assistant Director approve Deputy Assistant Director, Dana E. Caro as a member of the Cadre of Executive Team 2 (Bravo).

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____	Ident. _____	Rec. Mgnt. _____
Exec. AD-Adm. _____	Inspection _____	Tech. Servs. _____
Exec. AD-Inv. _____	Intell. _____	Training _____
Exec. AD-LES _____		Off. of Cong. & Public Affs. _____

DETAILS: Referenced memorandum established the policy that when personnel are recommended for assignment to the Cadre of Bravo Team, the recommendation is to be approved by the team leader, currently Executive Assistant Director, Lee Colwell.

- 1 - Mr. Colwell
- 1 - Mr. Mullen
- 1 - Mr. Monroe
- 1 - Mr. Bayse
(Attn: Defense Plan Coordination)
- 1 - Mr. Castonguay
- 1 - Mr. [redacted]
- 1 - Mr. Hope

NEH:dj (8)

58 SEP 14 1981

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Memorandum to Mr. Mullen from C. P. Monroe
RE: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY EMERGENCY PLANS

Mr. Caro is being recommended to fill the vacancy on this team that was created when Mr. Monroe was promoted to Assistant Director, Criminal Investigative Division (CID).

Memorandum

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Tech. Servs. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. Bayse *WBS/ao*

Date 7/20/81

From :

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

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Subject : QUARTERLY SUMMARY
EMERGENCY PLANS

(C) BU PLANS - FBI HQ

PURPOSE: To submit the quarterly report on the status of significant emergency planning activities. (U)

SYNOPSIS: The principal goal during the reporting quarter has been to make the FBIHQ Emergency Operating Facility (EOF) habitable in a hostile environment. The Emergency Plans Staff (EPS) has conducted a thorough analysis of the efforts to complete the installation of the emergency generator and at the EOF, and the analysis is the subject of a separate memorandum.

 have been procured. Training programs have been developed and taken advantage of during the reporting period. Training in has been received by Special Agent personnel, and specialized training conducted by is planned for July - August, 1981. The EPS provided briefings, as well as received briefings, on significant aspects of the program. EPS continued the policy of participating in intra-governmental exercises, as well as continued activities with the National Intelligence Community Emergency Planning Committee (NICEP). Communications facilities, particularly the Director's mobile radio-telephone system, and the high-frequency radio network equipment, continue to receive attention. As of the writing of this summary, the high-frequency radio equipment necessary to complete the radio network has been included in the procurement process. (S) *(U)*

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- 1 - Mr. Colwell
- 1 - Mr. McKenzie
(Attn:)
- 1 - Mr. Revell
(Attn:)
- 1 - Mr. Bayse

- 1 - Mr. Boyd
- 1 - (Rm 1B035K)
- 1 - (Rm 7145)
- 1 - (Rm 7176)
- 1 - (sent direct)

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DFS:deg (10)

66-17381-
3580
AUG 20 1981

Classified and Extended by 1445
Reason for Extension FCIM, II 1-2.4.2
Date of Review for Declassification July 20, 2001

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Memorandum [redacted] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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RECOMMENDATION: None. For information.

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____	Rec. Mgmt. _____	Plan. & Insp. <i>WAB/km</i>
Asst. AD-Adm. _____	Ident. _____	Training _____
Asst. AD-Inv. _____	Inspection _____	Off. of Cong. & Public Affs. _____
Asst. AD-LES _____	Intell. _____	

DETAILS: As indicated in "Quarterly Summary", 4/30/81, the principal goal during the past and upcoming quarters is to make the FBIHQ EOF habitable in a hostile environment. Substantial progress towards that end has been made. Of the 13 items set out in the document as priority items, six have been completed and three are underway.

Emergency Power

The Emergency Plans Staff has conducted a thorough analysis of the efforts to complete the installation of the emergency generator and [redacted] at the EOF. [redacted]

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[redacted]. The analysis is the subject of a separate memorandum being prepared by SA [redacted], Special Assistant to the Assistant Director, Technical Services Division (TSD). (S)

(U)

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Training

SAs [], TSD, [], ASD, and []
[], ASD, have received intensive training in []

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[] The participants in this training have commented favorably regarding its value. In appreciation of the assistance afforded the FBI, the primary instructor has been sent a personal letter from the Director, together with an appropriately inscribed plaque. An additional four SAs will be provided this training (U) during the autumn, 1981. ~~(S)~~

A specialized training course, conducted by [], has been offered to FBI personnel involved in emergency planning and protection of officials. This training will be given to SA [] and Program Analyst [] during the period 7/27 - 8/3/81. This disaster preparedness course taught at the Federal Emergency Management Agency (FEMA) Special Facility, is offered at three-month intervals, and [] has been requested to offer the program to six additional FBI employees, with two individuals attending each of the next three classes. The thrust of the course will []

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[] Based on information received from [] course organizers, attendance at this course will significantly enhance the capabilities of the attendees. (U)

Briefings Provided by the Emergency Plans Staff

On May 11, 1981, Mr. [] briefed the Communications Center, Operations Management Section, TSD, supervisors on the role of telecommunications operations during a national emergency. An overview of FBI emergency plans to be implemented was also covered. (U)

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Briefed Intelligence Division (INTD) Section Chief Tierney, along with INTD representative, concerning the responsibilities of the FBI in a highly sensitive planning effort to the National Intelligence Committee for Emergency Planning (NICEP). Mr. Tierney subsequently attended an NICEP two-day conference called by []
(U)

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Briefed FBIHQ divisional coordinators on requirements for implementation of FBIHQ Emergency Plans. During the meeting, provided an overview of FBI Emergency Plans and specific Divisional requirements. (U)

Provided briefing, tour and technical advice to the Executive Deputy Director of the FEMA. FEMA is in the process of moving to new quarters in Washington, D.C., and requested advise regarding security of space, personnel, and telecommunications. Briefing was conducted by SA [] assisted by Mr. []
(U)

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Briefings Received by Emergency Plans Staff

Attended briefing, provided by []'s Computer Security Officer, concerning computer contingency plans. (U)

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Met with Mr. Richard Bottorf, Director of the Office of Emergency Preparedness, Washington, D.C. Discussed communication interface with the D.C. Government during periods of crisis. Was furnished the Crisis Relocation Plan for Washington, D.C., as well as other documents including the Natural Disaster Recovery Assistance Plan, and the District of Columbia Handbook for Special Events Planning. (U)

(U) Discussed with FEMA Special Facility officials the feasibility of relocating certain FBI [] operations to the Special Facility. SA [] and [] participated in these discussions. (S)

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Attended FEMA Regional Preparedness Committee, Region III, annual meeting on 6/18/81, in Philadelphia, Pennsylvania. (U)

On 6/30/81, received an in-depth briefing concerning []

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[] As a result of the meeting, a review of equipment used by the FBI during a national emergency will be made by personnel at []. While the analysis of the equipment will be general in nature, it will give the FBI sufficient information to judge the feasibility of providing electromagnetic pulse protection to FBI communications equipment. (S)

(U)

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Memorandum [] to Mr. Bayse
RE: QUARTERLY SUMMARY
EMERGENCY PLANS

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Exercises

During the past quarter, the FBI participated in two emergency exercises. Both exercises were during May, 1981. (U)

(U) FEMA and [] planners exercised the "[]" evacuation plan, and included the actual evacuation of []. The Emergency Plans Desk provided the Department of Justice advisor with briefing material responsive to the exercise scenario. (S)

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(U) The quarterly communications exercise was conducted by FEMA. TSD and [] personnel exercised the special communications equipment located at the FBIHQ EOF. This was a two-day exercise. (S)

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National Intelligence Community Emergency Planning Committee (NICEP)

TSD personnel have participated, in conjunction with personnel of INTD, in working group meetings of the NICEP. Specific participation on the part of TSD personnel has been in the area of emergency communications and communications facilities. A detailed report of the NICEP activities is not included inasmuch as the information is sensitive compartmented, and special access clearance is required. (U)

Director's Communications

During the reporting period, the Director's mobile radio-telephone service was disrupted through equipment problems. The Emergency Plans Desk, as a result of this incident, and with the cooperation of the Director's protective detail, established procedures to insure the speedy repair of his equipment. Contact was made with the appropriate repair personnel and the mobile radio-telephone was repaired within two hours of the Emergency Plans Desk being advised of the problem. (U)

High-Frequency (HF) Radio Equipment

Procurement of the remaining required HF radio equipment to complete the FBI HF Radio Network, was pursued during the reporting quarter. Despite funding cut-backs, the necessary funding has been identified and, as of the writing of this summary, the procurement action is going forward for approval and award of contract. It is anticipated that delivery of equipment will commence within ninety days, and all field offices will be functioning in the network within six months.

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Memorandum

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

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Exec AD A _____
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Exec AD LES _____
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Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. Bayse

Date 7/30/81

From :



COPIANS FBIHQ

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Subject : ~~EVACUATION OF THE ATTORNEY GENERAL AND FBI OFFICIALS AT THE TIME OF A NATIONAL EMERGENCY EMERGENCY PLANS~~

PURPOSE: To detail the procedures for evacuation of the Attorney General and FBIHQ officials at the time of a National emergency requiring the relocation of the Federal Government operations.

DETAILS: The FBI has been delegated the responsibility for assuring the successful evacuation of the Attorney General, from the Washington, D. C., area, upon Presidential declaration of a National emergency requiring the relocation of Federal Government operations. The FBI also has the responsibility for maintaining continuity of FBI operations during the above described conditions. It is therefore imperative that appropriate procedures be established to insure the survival of the persons designated in the FBI Chain of Command for Emergency Plans Purposes. (U)

The incumbents of the following positions will be provided special assistance during evacuation:

1. The Attorney General.
2. The FBI Director
3. The Executive Assistant Directors, FBI
4. The Assistant Directors, FBI

Enclosures

- 1 - Each Executive Assistant Director.
- 1 - Each Assistant Director
- 5 - (Protective Detail, Rm 3138)
- 1 - (Rm 7004)
- 1 - (Rm 1B475)
- 1 - (Rm 4427)

- 1 - (Rm 10907)
- 1 - (Rm 5042)
- 1 - K. T. Boyd, (Rm 7159)
- 1 - (Rm 7145)
- 1 - (Rm 3162)
- 1 - (Rm 1127)
- 1 - (Rm 7176)
- 1 - (sent direct)

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23 AUG 20 1981

Classified and Extended by 1445
Reason for Extension FCIM, II 1-2.4.2
Date of Review for Declassification July 30, 2001

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FBI/DOJ

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Memorandum [redacted] to Mr. Bayse,
RE: EVACUATION OF THE ATTORNEY GENERAL AND FBI
OFFICIALS AT THE TIME OF A NATIONAL EMERGENCY
EMERGENCY PLANS

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The relocation of the above listed individuals to facilities with a reasonable probability of survival, will enhance the continuity of Government operations.
(U)

The Attorney General will have three relocation site options. The primary location will be [redacted]

[redacted] The secondary site for the Attorney General is the FEMA Special Facility at [redacted]. The third option is the FBIHQ Emergency Operations Facility (EOF) at [redacted]. (S)

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Director Webster has two relocation options, the first being the FEMA Special Facility, and the second is the facility at [redacted].

(U) Executive Assistant Director Colwell has the same options in the same order. (S)

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Executive Assistant Directors Mullen and Otto, and the Assistant Directors of Headquarters' Divisions will relocate to the FBIHQ EOF. (U)

The evacuation options, from the Director through the ADs, are based on the premise that all individuals are in their offices or homes. If at the time of implementation of evacuation any officials are not in either their offices or homes, contact will be made [redacted]

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[redacted]. Specific instructions as to which evacuation option is being implemented will be furnished by the Emergency Plans Staff members conducting the notification of emergency conditions. (S)

(U) A plan has been developed for the evacuation of the above designated officials. Appended hereto is the plan and individual instruction cards for retention of executives being assisted to EOF's. (U)

RECOMMENDATIONS: 1. The attached plan be approved. (U)

APPROVED: [signature]	Adm. Servs. [signature]	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____		Rec. Mgmt. _____
Exec. AD-Adm. [signature]		Tech. Servs. [signature]
Exec. AD-Inv. _____	Ident. _____	Training _____
Exec. AD-LES _____	Intell. _____	Off. of Cong. & Public Affs. _____

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Memorandum to Mr. Bayse,
RE: EVACUATION OF THE ATTORNEY GENERAL AND FBI
OFFICIALS AT THE TIME OF A NATIONAL EMERGENCY
EMERGENCY PLANS

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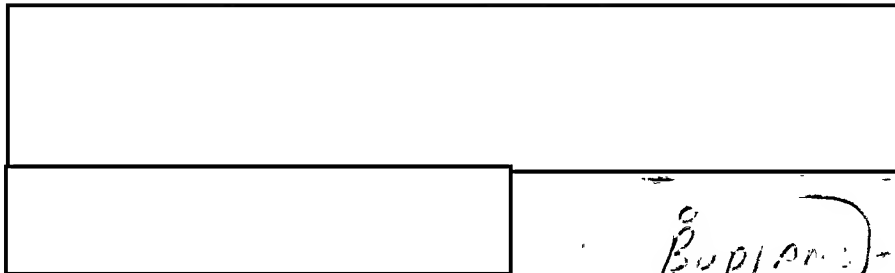
2. Assistant Directors not previously be
 (U)

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APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____		Rec. Mgmt. _____
Exec. AD-Adm. <u>OP</u> _____	Ident. _____	Tech. Servs. <u>WAB/TTU</u> _____
Exec. AD-Inv. _____	Inspection _____	Training _____
Exec. AD-LES _____	Intell. _____	Cff. of Cong. & Public Affs. _____

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FEDERAL GOVERNMENT
September 9, 1981



Dear [redacted]:

On August 24, 1981, a meeting was held in your office to discuss the status of the FBI emergency generator project. During this meeting my Special Assistant, Special Agent (SA) [redacted], advised he would document the minutes to this and future meetings. The attached enclosure is, therefore, our understanding of the items discussed and/or confirmed during this meeting. If you have any questions or note any discrepancies in the minutes, please contact SA [redacted] concerning same.

Yours very truly,

(S)

William A. Bayse
Assistant Director FBI
Technical Services Division

Enclosure

- 1 - Mr. McKenzie
- 1 - Mr. Bayse
- 1 - Mr. [redacted]

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
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Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

WEK:mb (5)

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APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
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Memorandum

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DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

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Legal Coun. ☐
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Rec. Mgnt. ☐
Tech. Servs. ☒
Training ☐
Off. of Cong. & Public Affs. ☐
Telephone Rm. ☐
Director's Sec'y ☐

To : Mr. Bayse *WNO/AM*

Date 9/30/81

From :

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Subject : ~~()~~ EVACUATION EXERCISE
OCTOBER 2, 1981
EMERGENCY PLANS

Buplans- FBI HQ.

PURPOSE: To advise of the planned Evacuation Exercise scheduled for October 2, 1981. (U)

DETAILS:

(U)

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(U)

- 1 - EAD Colwell
- 1 - EAD Otto
- 1 - EAD Investigations
- 2 - Each Assistant Director
- 1 - (Rm 7145)

- 1 - (sent direct)
- 1 - Mr.
- 1 - Mr.
- 1 - Ms.

66-17381-3582

DFS: *dec*

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Classified and Extended by 1445
Reason for Extension FCIM, II, 1-2.4.2 (2&3)
Date of Review for Classification: September 30, 2001

84 JAN 9 1982

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FBI/DOJ

Memorandum [redacted] to Mr. Bayse
Re: EVACUATION EXERCISE
OCTOBER 2, 1981
EMERGENCY PLANS

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Upon arrival at the FBIHQ EOF, an orientation and tour of the facility will be conducted by [redacted], Emergency Plans Desk. The tour will be followed by lunch and return to FBIHQ. (U)

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It is recommended the following personnel participate in this exercise:

Identification Division
Administrative Services
Division
Records Management
Division
Intelligence Division
Criminal Investigative
Division
Laboratory Division
Legal Counsel Division
Inspection Division
Technical Services
Division

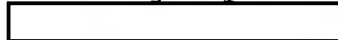


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Emergency Plans Desk



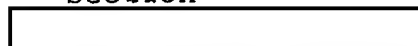
Emergency Plans Desk



Operations Management
Section



Systems Development
Section



Engineering Section



NCIC Section



OIS-RD



Contract Review Unit (U)

b6
b7C

~~SECRET~~

Memorandum to Mr. Bayse
Re: EVACUATION EXERCISE
OCTOBER 2, 1981
EMERGENCY PLANS

b6
b7C

RECOMMENDATION: That the conduct of an evacuation exercise be approved, and the above listed individuals be designated to participate. (U)

APPROVED *WWS*

Adm. Servs. _____

Laboratory _____

Crim. Inv. _____

Legal Coun. _____

Rec. Mgmt. _____

Tech. Servs. *WWS/CM*

WWS
Director _____

Ident. _____

Training _____

Asst. Dir. _____

Inspection _____

Off. of Cong. & Public Affs. _____

Asst. Dir. _____

Intell. _____

~~SECRET~~

615

Date: October 1, 1981

To: Kenneth W. Gallagher
Director, Special Facility Division
Federal Emergency Management Agency
P.O. Box 125
Lynchville, VA 22611 FEDERAL GOVERNMENT

From: William A. Hayes
Assistant Director, FBI
Technical Services Division

Subject: ~~JEEP CARD~~

EDWARDS - FBIHQ

Reference your letter to Mr. [redacted]
dated August 26, 1981.

b6
b7C

In accordance with your request, enclosed
herewith is the superseded JEEP card issued to the
Executive Assistant Director, Federal Bureau of
Investigation. The new JEEP card, instructions, and key
have been furnished to the FBI Tech. Serv. Div.

Note: By referenced letter, FEMA replaced the JEEP card
issued to EAD Colwell. The new card was directed to Mr.
Colwell on 9/16/81, and in accordance with FEMA request the
old card is being returned.

(1)

66-17351-3582X

Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

APPROVED: _____
Director _____
Exec. AD-Adm. _____
Exec. AD-Inv. _____
Exec. AD-LES _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Legal Coun. _____
Rec. Mgnt. _____
Tech. Servs. WAB/D
Training _____
Off. of Cong. & Public Affs. _____

Enclosure - ENCLOSURE

1 - [redacted] (sent direct)

MAILED 10/11/81
JAN 27 1982

10 OCT 2 1981

b6
b7C

TECH. REC. UNIT

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED

DATE 01-27-2012 BY 60324 uc baw/sab/clb



3582

0615

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. WAB/CP
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To :

W. A. Bayse WAB/CP

Date 11/12/81

From :

[Redacted]

b6
b7C

Subject :

~~CADRE OF EXECUTIVE TEAM 2 (BRAVO)~~
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

BUPLANS - FBI HQ

RE: [Redacted] to Mr. Cochran memorandum dated June 9, 1978,
captioned "Realignment of Cadre of Executive Team 2 (BRAVO), FPA Special
Facility Buplans."

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b7C

PURPOSE: To Submit for approval the assignment of Special Agent [Redacted]
[Redacted] to the Cadre of Bravo Team which is to relocate to the FEMA
Special Facility in the event of a national emergency.

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b7C

DETAILS: RE memo established the policy that when personnel are recommended
for assignment to the Cadre of Bravo Team the Recommendation is to be approved
by the team leader, currently Executive Assistant Director, Lee Colwell.

RECOMMENDATION: That Executive Assistant Director approve Special Assistant
to the Assistant Director, [Redacted] as a member of the Cadre of
Executive Team 2 (BRAVO).

b6
b7C

APPROVED:

Director _____

Exec. AD-Adm. WAB

Exec. AD-Inv. _____

Exec. AD-LES _____

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Inspection _____

Intell. _____

Laboratory _____

Legal Coun. _____

Off. of Cong. & Public Affs. _____

Rec. Mgnt. _____

Tech. Servs. WAB/CP

Training _____

1 - Mr. Colwell

1 - Mr. Bayse

1 - Mr. [Redacted]

RKH:cmg
(4)

b6
b7C

DEC 16-17381-3583

NOV 12 1981

PERS. REC. UNIT

61 FEB 9 '82

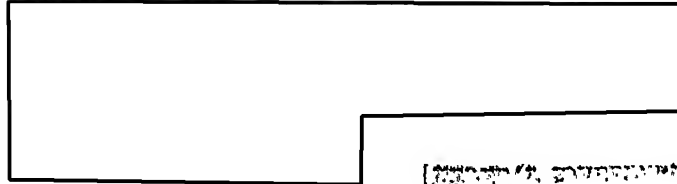
BEST COPY
AVAILABLE

~~SECRET~~

DATE: October 22, 1981

11 1111001

TO:



b7E

615

FROM: William A. Bayse
Assistant Director, FBI
Technical Services Division

SUBJECT: ~~SECRET~~ ~~THREAT~~ ~~STATION~~ ~~WILLIAM A. BAYSE~~
OFFICIAL ~~THREAT~~ ~~STATION~~ ~~WILLIAM A. BAYSE~~
CHIEF ~~THREAT~~ ~~STATION~~ ~~WILLIAM A. BAYSE~~ (LCI)

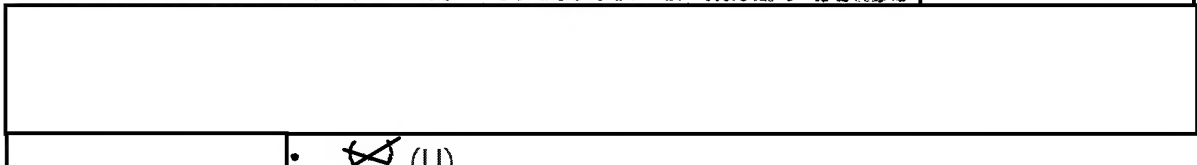
~~SECRET~~ ~~THREAT~~ ~~STATION~~ ~~WILLIAM A. BAYSE~~

The Federal Bureau of Investigation maintains an LCI b7E

at [redacted].
Continuous maintenance and upgrading of this LCI is dependent on
the threat assessment of its value as a Soviet nuclear target,
and its survivability in the event that facilities within the
general area are targeted. ~~SECRET~~ (U)

The Federal Emergency Management Agency (FEMA) has
advised that the LCI is vulnerable against blast [redacted]

b7E



It is requested that the threat assessment state [redacted]

b7E

[redacted] and solicited information will assist this Bureau's
efforts in developing a plan to insure survival and continuity of
operations during a wartime national emergency. (U)

Should there be any questions regarding this request,
please contact [redacted], Emergency Plans Unit,
telephone [redacted]. ~~SECRET~~ (U)

44-11381-3584

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

1 - Mr. Bayse

1 - [redacted]

1 - [redacted]

(Sent Direct)

DFS:cmg

(6)

omg

APPROVED:

Director _____

Exec. AD-Adm. _____

Exec. AD-Inv. _____

Exec. AD-LES _____

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Inspection _____

Intell. _____

Laboratory _____

Legal Coun. _____

Rec. Mgnt. _____

Tech. Servs. *WAS AW*

Training _____

Off. of Cong. & Public Affs. _____

b6
b7C

CLASSIFIED AND EXTENDED BY 8
REASON FOR EXTENSION: FCIM, II,
1.2.4.2, 2, 3
DATE OF REVIEW FOR DECLASSIFICATION
October 22, 2001

MAIL ROOM

74 JAN 26 1982

~~SECRET~~

b7E

[REDACTED]

NOTE: The FEMA has advised that the FBI EOF has a reasonable probability of survival in a nuclear attack environment. This analysis reflected that [REDACTED]

[REDACTED] is being requested to evaluate the EOF's probabilities of survival in order that the two assessments can be compared and therefore resolve lingering questions as to the utilization of the FBIHQ EOF during a wartime national emergency. ~~SECRET~~ (U)

~~SECRET~~

Memorandum

~~SECRET~~



3584

Exec AD Adm.	_____
Exec AD Inv.	_____
Exec AD LES	_____
Asst. Dir.:	
Adm. Servs.	_____
Crim. Inv.	_____
Ident.	_____
Intell.	_____
Laboratory	_____
Legal Coun.	_____
Plan. & Insp.	_____
Rec. Mgnt.	_____
Tech. Servs.	_____
Training	_____
Off. of Cong. & Public Affs.	_____
Telephone Rm.	_____
Director's Sec'y	_____

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

To : MR. COLWELL

Date 12/10/81

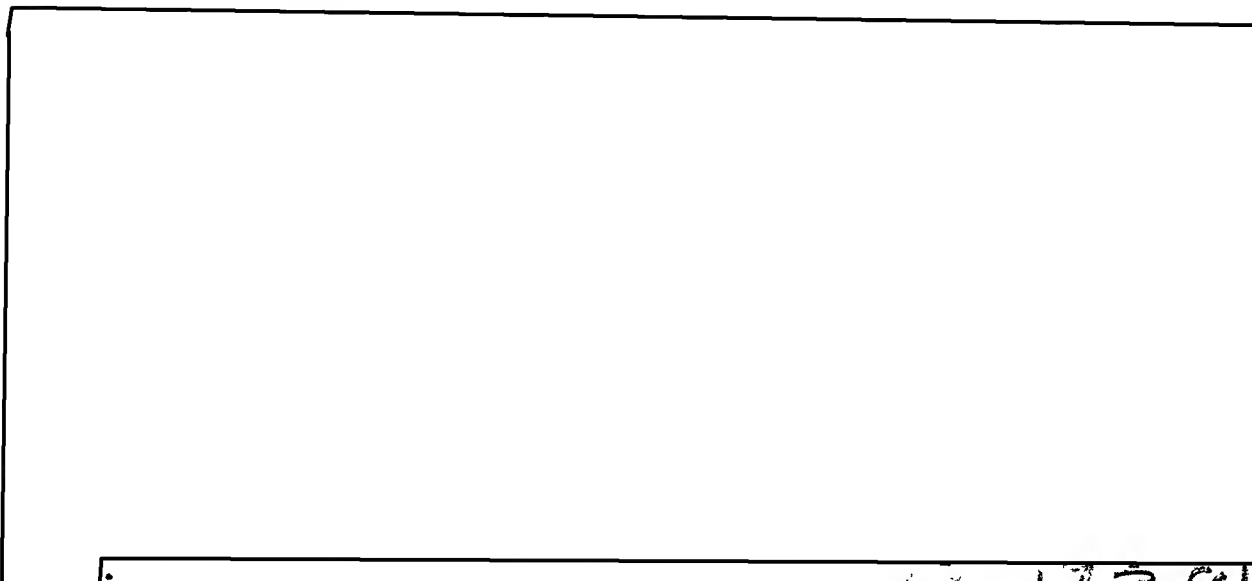
From : WILLIAM A. BAYSE *WAB/ko*

BULPLANS - FBIHQ

Subject : EMERGENCY PLANS PROGRAM
MOVEMENT OF THE ATTORNEY GENERAL AND DIRECTOR

PURPOSE: To request approval for contingency communications arrangements in anticipation of possible relocation of the Attorney General and Director.

DETAILS: The Emergency Plans Desk has been increasing the preparedness to deal with terrorist activities as related to relocation/movement of the Attorney General and the Director.



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b7E

18

RECOMMENDATIONS: 1. [REDACTED]

66-17381-3585

AN L3 1982 b7E

- 1 - Mr. Colwell
- 1 - Mr. Revell (Attn. Mr. [REDACTED])
- 1 - Mr. Bayse
- 1 - Mr. [REDACTED]
- 1 - Mr. [REDACTED]
- 1 - Mr. [REDACTED]

WEK:mb (7)

FEB 24 1982

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
	Intell. _____	Tech. Servs. <i>WAB</i>
		Training _____

CLASSIFIED AND EXTENDED BY 8
REASON FOR EXTENSION FCIM, II,
1.2.4.2 (2 3)
DATE OF REVIEW FOR DECLASSIFICATION
12/10/2001

~~SECRET~~

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12-17-81

FBI/DOJ

~~SECRET~~

Memorandum from [redacted] to Mr. Bayse
Re: Emergency Plans Program
Movement of the Director and Attorney General

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2. [redacted]

b7E

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ C. of Cong. _____
Exec. AD-Adm. _____ Ident. _____ Tech. Servs. _____
Exec. AD-Inv. _____ Inspection _____ Training _____
Exec. AD-LES _____ Intell. _____

3. That appropriate measures be taken to protect these communications resources during periods of inactivity.

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ C. of Cong. _____
Exec. AD-Adm. _____ Ident. _____ Tech. Servs. _____
Exec. AD-Inv. _____ Inspection _____ Training _____
Exec. AD-LES _____ Intell. _____

b6
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Place all emergency communications in Mr. [redacted] office. Director will remain in his office space.
J 12/17/81

12-23-81
[redacted]
Due Date 1-12-82
8/9mc/afe

b7E

-2-

~~SECRET~~

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/clb



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : Mr. Bayse
(Attn: SA [redacted])
From : J. D. McKenzie

Date 1/8/82

b6
b7C

Subject : EMERGENCY GENERATOR

b7E

b7E

Rememo [redacted] to the FBI dated 12/29/81, transmitting the General Contractor's list of employees for the construction of the captioned project.

PURPOSE: To submit the referenced list to the Technical Services Division and make recommendations.

RECOMMENDATIONS:

1. That the attached list of names to be employed by the General Contractor be searched through Bureau indices.

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. _____
Exec. AD-Inv. _____ Inspection _____ Tech. Servs. _____
Exec. AD-LES _____ Intell. _____ Training _____

*Has this been completed?
yes
J.D.M.*

2. That since the General Contractor has indicated his intention to defer initiating construction of the captioned project until early spring 1982, the weekly meetings between SA [redacted], SA [redacted] and [redacted] be held in abeyance until such time as the project is activated.

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APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. _____
Exec. AD-Inv. _____ Inspection _____ Tech. Servs. _____
Exec. AD-LES _____ Intell. _____ Training _____

*66-17381-3586
7-7
APR 1 1982
J.D.M.*

DETAILS: The referenced list of the General Contractor's employees was received by [redacted] on 1/4/82. [redacted] has learned Golden Construction, Incorporated, Annandale, Virginia, the General Contractor for the captioned project, has revealed to [redacted] they will wait until early spring to initiate construction. Golden Construction indicated there would be no change in the completion date from the stipulated contract date.

b7E

Attachments (3)
1 - Contract Review Unit (JEH Room 1839)

FBS:bwh
(4)

FEB 20 1982

66-17381

FBI/DOJ

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/clc



3586

Exec AD Adm.	_____
Exec AD Inv.	_____
Exec AD LES	_____
Asst. Dir.:	_____
Adm. Servs.	_____
Crim. Inv.	_____
Ident.	_____
Intell.	_____
Laboratory	_____
Legal Coun.	_____
Plan. & Insp.	_____
Rec. Mgnt.	_____
Tech. Servs.	_____
Training	_____
Off. of Cong. & Public Affs.	_____

To : DIRECTOR, FBI

Date 2/24/82

ATTENTION: EAD-ADMINISTRATION, LEE COLWELL
ROOM 7142

From : SAC, WFO

Subject : ~~USE OF~~ [REDACTED]
JANUARY 13, 1982

Buplans - FBI HQ

Enclosed is one copy of a memorandum from AD TSD, W. A. Bayse, dated 1/15/82, captioned as above.

Remy telcall 2/23/82.

A copy of the enclosed memorandum was furnished me by WFO Criminal ASAC on 2/23/82 who, in turn, obtained it from Inspector's Aide [REDACTED] who is participating in the current inspection of the TSD.

Subsequent to retel call, I was telephonically contacted by [REDACTED] relative to the enclosed memorandum. He apparently is doing an inspection writeup on this memorandum. [REDACTED] asked me if I was previously aware of the existence of the memorandum. I advised him I was not. He asked me whether or not any agreement had been made between TSD and WFO regarding the [REDACTED] in question. I advised him that while I did not recall the full details of two conversations I had held with TSD SA [REDACTED], I did not believe any discussion was held regarding who would have overall control of [REDACTED]. I explained to him I recalled having been contacted twice by [REDACTED] relative to [REDACTED], one time to make arrangements to send the WFO Agent to [REDACTED]; and the second time was an inquiry by [REDACTED] as to whether I would interpose any objection to him contacting the Metropolitan PD for the purpose of [REDACTED]. I interposed no objection to the latter and, with regard to the former, we did send an Agent to [REDACTED]. I believe this individual was present [REDACTED] the night the Air Florida crash occurred.

With regard to the events which occurred on the night of 1/13/82, relative to the air crash, I authorized ASAC Vatter to take some WFO SAs [REDACTED] in order to further assist MPD in their rescue and recovery efforts at the scene. At the time the crash occurred another WFO

② - Bureau (Enc. 1)

1 - WFO

TMG:MCP

(3)

ENCLOSURE

ENCLOSURE ATTACHED
Greenlee
Admin. Asst.
maining map
of TSD
3/19

21 DEC 7 1982

76 FEB 24 1983

66-17381 (Buplans - General)

Re: Use of [REDACTED]
January 13, 1982

b7E

Agent was on the bridge and had immediately established communications with those law enforcement units that subsequently arrived on the scene as well as making further efforts to assist in the rescue and recovery operations. Due to the exigencies of the situation, no thought crossed my mind to seek anyone's authority to [REDACTED] in this operation. It was not until [REDACTED] that I was aware that Headquarters personnel were [REDACTED].

b7E

I am of the opinion that operational responses occurring within WFO's territory are the responsibility of the SAC, WFO, even when components from FBIHQ are utilized in the response. Based on the enclosed memorandum, AD TSD's position would appear to be the opposite and is somewhat critical of WFO's involvement in the operation that evening. I am of the opinion that no FBIHQ support components should participate in an operational matter without (1) making known their involvement to the SAC beforehand and (2) thereafter falling under the operational direction of the SAC.

The above is being furnished pursuant to your request for whatever action you deem appropriate.

Memorandum

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 01-27-2012 BY 60324 uc baw/sab/clc



Exec AD Adm. ☐
Exec AD Inv. ☐
Exec AD LES ☐
Asst. Dir.: ☐
Adm. Serv. ☐
Crim. Inv. ☐
Ident. ☐
Intell. ☐
Laboratory ☐
Legal Coun. ☐
Plan. & Insp. ☐
Rec. Mgnt. ☐
Tech. Servs. ☐
Training ☐
Off. of Cong. & Public Affs. ☐
Telephone Rm. ☐
Director's Sec'y ☐

To

MR. COLWELL

Date 1/15/82

From

W. A. BAYSE

Subject :

USE OF [REDACTED]
JANUARY 13, 1982

b7E

PURPOSE: To document use of [REDACTED] on January 13, 1982, and to make recommendations.

b7E

DETAILS: On January 13, 1982, Air Florida Airlines Flight #90 departed Washington National Airport at approximately 4:00 p.m. and shortly thereafter crashed into the northbound span of the 14th Street Bridge, coming to rest in the Potomac River between the north and southbound spans. At 4:30 p.m., a decision was made at the Assistant Director level to offer FBIHQ assistance to the Washington, D. C. Harbormaster in rescue efforts. This decision was approved verbally at the Executive Assistant Director level. This offer was accepted and resulted in [REDACTED]

[REDACTED] Upon arrival, rescue effort coordination was effected with both the Harbormaster and D. C. Fire Department personnel. Upon [REDACTED], it was determined that personnel of the Washington Field Office (WFO) were [REDACTED]. Coordination was immediately effected with SAC James W. Vatter. At approximately 5:05 p.m., [REDACTED] with WFO, FBIHQ, and Metropolitan Police Department personnel [REDACTED], arriving at the accident scene at approximately 5:50 p.m.

b7E

ASAC Vatter immediately effected coordination with the Harbormaster, D. C. Fire Department, and [REDACTED] at the accident scene. Further coordination was effected with [REDACTED] upon arrival of [REDACTED].

b7E

WEK:crt
(3)
1 - Mr. Revell

66-17381-3587

Memorandum [redacted] to Mr. Bayse
Use of [redacted], 1/13/82

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Inasmuch as all accident survivors had already been rescued, a search of the accident scene was conducted in an attempt to locate and retrieve accident victims. No victims were located by the search. Personal effects were located, retrieved, and subsequently turned over to the Harbormaster police. During the search effort, Metropolitan Police Detective [redacted] was [redacted] at the accident scene. Search efforts were discontinued at approximately 9:00 p.m. upon arrival of a Coast Guard vessel prepared to initiate an under-water search. At approximately 9:00 p.m., [redacted] departed the accident scene and [redacted] at approximately 9:45 p.m.

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The following personnel were [redacted] and participated in the rescue mission:

b7E

ASAC James W. Vatter, WFO
SA [redacted], WFO
SA [redacted], WFO
SA [redacted], WFO
SA [redacted], FBIHQ, [redacted]
SA [redacted], FBIHQ, [redacted]
SA [redacted], FBIHQ, [redacted]
SA H. Edward Tickel, FBIHQ, [redacted]
Detective [redacted], Metropolitan Police Department

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It should be noted that upon arrival at [redacted] [redacted], WFO personnel were attempting to [redacted] [redacted]. No request for, coordination with, or authorization for [redacted] had been made by WFO. Further, none of the WFO personnel were trained on or familiar with [redacted]. The extremely hazardous ice conditions on the river, in conjunction with their lack of training and experience [redacted], could have resulted in disastrous consequences in [redacted].

b7E

Memorandum [redacted] to Mr. Bayse
Use of [redacted], 1/13/82

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In view of the above, it is thought to be essential to set forth the request and [redacted] procedures for [redacted]

b7E

[redacted] are available for the operational use of the Alexandria and Washington Field Divisions; however, authorization for such use must be received from the office of the Assistant Director, Technical Services Division.

Upon approval of this memorandum, an appropriate communication will be prepared and sent to the Washington Field and Alexandria Divisions advising of the request and [redacted] procedures of [redacted]

b7E

RECOMMENDATIONS:

(1) That all requests for use of [redacted] be directed to the office of Assistant Director, Technical Services Division, Attention: SA [redacted]

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b7E

APPROVED:

Director	Adm. Servs.	Laboratory
Exec. AD-Adm.	Crim. Inv.	Legal Coun.
Exec. AD-Inv.	Ident.	Off. of Cong. & Public Affs.
Exec. AD-LES	Inspection	Rec. Mgnt.
	Intell.	Tech. Servs.
		Training

(2) That all [redacted] be accompanied by [redacted] consisting of not less than four trained and experienced personnel.

b7E

APPROVED:

Director	Adm. Servs.	Laboratory
Exec. AD-Adm.	Crim. Inv.	Legal Coun.
Exec. AD-Inv.	Ident.	Off. of Cong. & Public Affs.
Exec. AD-LES	Inspection	Rec. Mgnt.
	Intell.	Tech. Servs.
		Training

(3) That [redacted] have command of [redacted] at all times.

b7E

APPROVED:

Director	Adm. Servs.	Laboratory
Exec. AD-Adm.	Crim. Inv.	Legal Coun.
Exec. AD-Inv.	Ident.	Off. of Cong. & Public Affs.
Exec. AD-LES	Inspection	Rec. Mgnt.
	Intell.	Tech. Servs.
		Training

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 01-27-2012 BY 60324 uc baw/sab/clg

4/30/82

1 - Mr. Otto

2 - Mr. Colwell

RE MR. BAYSE TO MR. COLWELL MEMO DATED 4/22/82,
CAPTIONED, "EMERGENCY PLANS--TRAINING MATTER."

The firearms familiarization and training described in
re memo was coordinated with the Firearms Training Unit,
Training Division, and was conducted at the FBI Academy
on 4/28/82. Scores were recorded and will be
disseminated to the appropriate personnel.

A copy of re memo has been placed in the appropriate
Training Division file.



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66-17384
(Buplen - 6)

80

**DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
INTERNAL ROUTING ACTION SLIP**

TO	TL#	ROOM	NAME/TITLE	TO	TL#	ROOM	NAME/TITLE
	214	7176	Director	AD	207		Mr. O'Connor
	235	7142	Mr. Colwell	AD	216		Mr. Monroe
	235	7142	Mr. Mullen	AD	216B		Mr. Stewart
	235	7110	Mr. Otto	SC			Mr. Archer
				CL	110		Mr. Ayres
	213	7159	Mr. Bayse	AD	202		Mr. Barko
	211	5829		PE			Mr. Beccaccio
	213	7125	Mr. Greenleaf	CL	112		Mr. Bollmann
	241	3090	Mr. Kelleher	FS	204		Mr. Depue
	245	7427	Mr. Mintz	DN	B211		Mr. Doherty
	233	5012	Mr. Monroe	JEH	8979		Mr. Gulbicki
	232	4026	Mr. O'Malley	DN	B243		Mr. Hassel
	234	6012	Mr. Revell	DN	203		Mr. Keadle
	341	11255	Mr. Stames	LB			Mr. McLaughlin
	245	7222	Mr. Young	CL	102		Mr. Ramsey
				RA			Mr. Simeone
	214	7176	Mr. Andrews	CL	101		Mr. Steinmetz
	214	7176	Ms. Douglas	DN	238		Mr. Teten
	214	7176	Mr. Gants	FS	203		Mr. Tully
				CL	103		Mr. Watson
				FS	212A		Mr. C. E. Yates
				FS	212B		Mr. Reider
				AD	214		Mrs. Baker
							TL#
				JEH	6437		Information Desk 244
				JEH	1B327		Mail Room 152
				JEH	6912		Personnel Files 135
				JEH	1B973		Printing Unit 151
				JEH	1835		Property 253
				PH	4437		Reading Room 242
				JEH	4336		Routing 111
				JEH	1B224		Special Projects Section 255
				JEH			Teletype Unit 244

-ALL INFORMATION CONTAINED

-HEREIN IS UNCLASSIFIED

-DATE 01-27-2012 BY 60324 uc baw/sab/clb

- ☐ Call Me
☐ See Me
☐ Approp. Action
☐ Initial
☐ Per Inquiry
- ☐ For Your Info.
☐ Note & Return
☐ Record & Return
☒ See Reverse Side

Remarks:

FROM

James D. McKenzie
Assistant Director
Training Division

Room

214

TL#

152

Phone

2786

Date

4/30/82

2293

b6
b7C

FBI/DOJ

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/clb



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Serv. _____
Crim. Inv. _____
Ident. _____
Intell. _____
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Serv. _____
Training _____
Off. of Cong. & Public Affs. _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. COLWELL

Date 4/22/82

From : MR. BAYSE

Subject : EMERGENCY PLANS - TRAINING MATTER

Puplans - FBI-HQ
PURPOSE: To advise of firearms familiarization and training scheduled for [redacted] on 4/28/82 at Quantico and use of [redacted] in conjunction with this training.

DETAILS: Re Bayse to Colwell memorandum dated 3/22/82 captioned "Emergency Plans Program - [redacted] Matter," attached. b7E

On 3/31/82 [redacted]

[redacted] were delivered to Mr. [redacted], Firearms Training Unit, Training Division, Quantico. [redacted] were recently received by the Technical Services Division (TSD) and furnished to the Training Division for inventory purposes and the conduct of safety and maintenance inspections.

Upon return of [redacted] it was determined no other automatic weapons other than [redacted] set out above are assigned to the TSD in support of Emergency Plans. [redacted] assigned to SAs [redacted] and [redacted], previously thought to be assigned in support of TSD Emergency Plans, were in fact assigned to the Administrative Services Division on 10/21/81.

On 4/28/82 the following [redacted] will receive [redacted] weapon familiarization and training and will fire these weapons for qualification purposes:

SA [redacted]
SA [redacted]
SA [redacted]
SA [redacted]
SA [redacted]
SA [redacted]
SA [redacted]

1 - Mr. Greenleaf
1 - Mr. Bayse
1 - Mr. Boyd
1 - Mr. [redacted]
1 - Mr. [redacted]
WEK:SCM (11)

5 - Mr. Revell
(1 - Mr. [redacted])
(1 - Mr. [redacted])
(1 - Mr. [redacted])
(1 - Mr. [redacted])
(1 - Mr. [redacted])

DE-82

66-17381-3588

DEC 7 1982

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FBI/DOJ

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66-17381-3588

(Buplans - General)

Memorandum to Mr. Colwell
RE: EMERGENCY PLANS - TRAINING MATTER

SA [] and SA [] have been issued [] weapons pursuant to other FBI responsibilities. However, as [] [], they will receive additional training and fire for qualification.

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As a result of the transfer of SA [] to the Inspection Staff and of the need to insure [] availability on a round-the-clock basis for effective deployment, it is recommended SAs [] and [], Administrative Services Division and SA [], Contract Review Unit, Technical Services Division be designated []. All three SAs have extensive [] experience and should prove to be assets to the program.

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On 4/28/82 following appropriate weapons familiarization, training and qualification, the following SAs will be issued [] [] on a hand receipt, for their retention, in support of the Emergency Plans Program:

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SA []
SA []
SA []
SA []
SA []

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SA [] will transport the one unassigned [] weapon to the Hoover Building for storage in the indoor range firearms vault.

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All SAs will be required to initial the attached form concerning weapon care, custody, utilization and storage.

[] will be used in conjunction with the scheduled firearms training for [] training purposes. [] will depart [] at 7:00 am and return at approximately 6:00 pm.

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RECOMMENDATION: That the designation of SAs [] and [] as [] be approved.

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- 2 -

APPROVED:

Director []
Exec. AD-Adm. []
Exec. AD-Inv. []
Exec. AD-LES []

Adm. Serv. []
Crim. Inv. []
Ident. []
Inspection []
Intell. []
Laboratory []
Legal Coun. []
Off. of Cong. & Public Affs. []
Fac. Mgnt. []
Tech. Servs. []
Training []

WAB/RO
[]

ADMINISTRATIVE POLICY RE EMERGENCY PLANS AUTOMATIC WEAPONS

Each Special Agent assigned an automatic weapon will be responsible for insuring the care, custody, and utilization of his weapon is in strict compliance with MIOG, Part II, Section 12. Particular attention is directed to 12-2.1.3(3) and (4), Bureau Rifles, Shotguns and Submachine Guns. Further, it is the policy of the Technical Services Division that all automatic weapons issued in support of Emergency Plans be stored in a Class 5, changeable combination storage container. Special Agents assigned [redacted] will be required to return same to the Firearms Unit, Training Division, prior to issuance of their [redacted].

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Special Agents assigned automatic weapons in support of the Emergency Plans Program are not to loan their weapons to other personnel. All loan requests are to be referred to Unit Chief [redacted], Firearms Unit, Training Division, for appropriate action.

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HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/cl



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Insp. _____
 Intell. _____
 Lab. _____
 Legal Coun. _____
 Off. Cong. &
 Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. *Wells* _____
 Training _____
 Telephone Rm. _____
 Director's Sec'y _____

Date 11/19/82

From : J. D. McKenzie

Subject : QUALIFICATION AND TRAINING;
EMERGENCY PLANS

Bu PLANS - FBI-HQ

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RECOMMENDATION: None; for information.

Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
_____ Off. of Cong. _____
_____ Public Affs. _____
_____ Ident. _____
_____ Tech. Servs. _____
Intell. _____ Training _____

DETAILS: On 11/10/82, above individuals were afforded four hours of training with [REDACTED]. Each man fired approximately [REDACTED] rounds and received instruction in the following areas:

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66-17381-3589

7 DEC 7 1982

PERS. REC. UNIT

FBI/DOJ

71 ¹⁷⁵² 66-17384
FEB 2 8 4983 ~~plans (over)~~

3590

BY LIAISON

Date: March 2, 1983

FEDERAL GOVERNMENT

To: Director
Federal Emergency Management Agency

Attention: Director
Special Facility
Resource Management and Administration

From: William A. Bayse
Assistant Director FBI
Technical Services Division

Subject: FBI CADRE PERSONNEL

BUDLEANS - FB I HQ

Please delete the following names from the list of
cadre personnel of this Bureau: [redacted]

[redacted] Francis E. Carey, III; and [redacted].
Their special badges are being returned herewith to the attention
of the FEMA Security Officer. It has been determined that FEMA
access pass number [redacted] for former Acting Director L. Patrick
Gray, III, was destroyed at the time of his resignation.

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Also enclosed for the FEMA Security Officer are: three
photographs, FEMA form SF-86-12 and GSA forms 9038 and 3292 each
for FBI employees Special Agent [redacted] and [redacted].
Mr. [redacted] is a member of the security
detail for FBI Director Webster and Ms. [redacted] is an Emergency
Plans Coordinator for the FBI. Therefore, these employees have
been added to the FBI relocation cadre. Mr. [redacted] and
Ms. [redacted] have "Top Secret" clearances based on FBI Background
Investigations completed 2/8/60 and 5/14/72, respectively, and
"Special Intelligence" (SI) clearances as of 7/20/77 and
11/23/77, respectively. It is requested that both employees be
issued access badges for the Special Facility.

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Exec AD Adm. - Enclosures (82)

Exec AD Inv. _____

Exec AD LES _____

Asst. Dir.:

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Insp. _____

Intell. _____

Lab. _____

Legal Coun. _____

Off. Cong. & _____

Public Affs. _____

Rec. Mgnt. _____

Tech. Servs. _____

Training _____

Telephone Rm. _____

Director's Sec'y _____

1 - Mr. [redacted]

SLA
(3) [initials]

66-17381-3589X

25 APR 22 1983


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4 8 MAY 3 1983

66-17381- [initials]

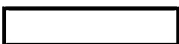
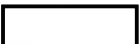
Director
Federal Emergency Management Agency

The FBI also requests approval of intermittent access badges for the Special Facility for the following members of the FBI Emergency Plans Program Team to be carried as "Special Exceptions" on the cadre listing. Enclosed for each employee listed below are: three photographs, FEMA form SF 86-12 and GSA forms 9038 and 3292. All of the individuals listed have "Top Secret" clearances based on FBI Background Investigations completed on the dates indicated.

<u>Name</u>	<u>#</u>	<u>Top Secret Clearance Date</u>
	4014	8/ 4/74
	4019	2/ 8/60
	4020	7/31/72
	4021	5/19/64
	4022	3/ 2/70
	4026	8/24/53
	4032	11/ 3/69
	4033	1/ 5/81
	4035	1/27/64
	4034	6/13/55
4037	7/28/69	

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NOTES: Special passes, issued by the FEMA, are necessary to gain admittance to the Special Facility. The term "Special Exception" is used by the FEMA to designate personnel who require access to the Special Facility but who are not designated to relocate at that site.

Mr.  and Ms.  were designated members of the FBI Bravo Team by memorandum Bayse to Colwell 4/7/82 and assigned relocation at the FEMA Special Facility in the event of a national emergency.

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~~SECRET~~

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

Date: 4/8/83
To: Director
Federal Emergency Management Agency
From: Kier T. Boyd
Inspector-Deputy Assistant Director
Technical Services Division

~~FEDERAL GOVERNMENT~~

Subject: REQUEST FOR ADDITIONAL [] TRUNK LINES
FBI RELOCATION SITE, []

b7E

ph
03ULPLANS - FBIHQ

Subsequent to the November 1982 installation of a new telephone switch at [],
[] (the tariffed telephone company serving []) conducted a study of the telephone traffic for a period of five consecutive days. The study determined that the Calls per Hundred Seconds (CCS) average reading for the existing four [] (FEMA) trunks was ninety. In order to provide an acceptable grade of service of P.03, [] recommends the installation of two additional [] trunks.

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The installation of two additional [] trunks, however, will only serve to satisfy the daily telephonic needs of []. In view of the fact that the FBI's Emergency Operations Facility (EOF) is located [], it is requested that a total of four additional [] trunks be installed in order to efficiently handle the increased traffic during activation of the FBI EOF.

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The FBI is therefore requesting that FEMA install four additional [] trunks at [].

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For additional information, please contact

SA []

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Exec AD Adm. — 1 - Mr. []
Exec AD Inv. — 1 - Mr. []
Exec AD LES —
Asst. Dir.:
Adm. Servs. —
Crim. Inv. —
Ident. —
Insp. —
Intell. —
Lab. —
Legal Coun. —
Off. Cong. & Public Affs. —
Rec. Mgnt. —
Tech. Servs. —
Training —
Telephone Rm. —
Director's Sec'y —

SLA
(4)

Hand delivered to FEMA, my wck, 4/8/83.

Classified by: G-3
Declassify on: OADR

66-17381-3590

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APR 11 1983

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66-17381

61 APR 11 1983

Memorandum



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. BOYD *CB*

Date 4/14/83

From :

[Redacted]

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b7C

Subject :

TRAINING EXERCISE

b7E

BULPLANS

- FBI HQ

Purpose: To advise of training exercise conducted by [Redacted]

b7E

Recommendation: None, for record and information purposes only.

APPROVED:

Adm. Servs. _____

Laboratory _____

Crim. Inv. _____

Legal Coun. _____

Director _____

Off. of Cong.
& Public Affs. _____

Exec. AD-Adm. _____

Ident. _____

Rec. Mgnt. _____

Exec. AD-Inv. _____

Inspection _____

Tech. Servs. *CB*

Exec. AD-LES _____

Intell. _____

Training _____

Details:

[Large Redacted Area]

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1 - Mr. [Redacted]
1 - Mr. [Redacted]

WHM:sla
(3)

DE-82

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(over)

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61 MAY 3 '83

Memorandum

~~SECRET~~



DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

3571

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. WCK
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. COLWELL *LC*

Date 6/29/83

From : MR. BOYD *MB*

PLANS

FBIHQ

Subject : DEPARTMENT OF JUSTICE (DOJ) REQUEST REGARDING
[REDACTED]

b7E

This memorandum is classified ~~SECRET~~ in its entirety.

Purpose: To forward a DOJ request for [REDACTED] and to advise of action being taken concerning this request.

b7E

Recommendation: None, for record and information purposes.

APPROVED:	Adm. Servs. _____	Laboratory _____
Director _____	Crim. Inv. _____	Legal Coun. _____
Exec AD-Adm. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec AD-Inv. _____	Inspection _____	Rec. Mgnt. _____
Exec AD-LES _____	Intell. _____	Tech. Servs. <u>WCK</u>
		Training _____

Details: Within the last two years, there has been an increased government-wide effort concerning emergency preparedness initiated by both the National Security Council and the White House. Significant programs are underway to upgrade the survivability of the National Command Authority (i.e., the Office of the President and the Office of the Secretary of Defense). The DOJ and the FBI play significant roles in the support of such programs. This support coincides with a joint Technical Services Division (TSD) and Training Division (TD) construction effort which will result in [REDACTED] becoming a viable relocation facility in the near future.

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Attached as an enclosure is a DOJ memorandum concerning [REDACTED]

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Detached & Handled
Enclosure *separately*

(Continued - over)

- 1 - Mr. Colwell
- 1 - Mr. McKenzie
- 1 - Mr. Boyd

Classified by: G-3
Declassify on: OADR

WCK:sla
(4)

21 JUL 5 1983

76 JUL 25 1983

~~SECRET~~

FBI/DOJ

3593

Assistant Director,

218

9-19-83

b7E

Director, FBI

BUPLANS

FBIHQ

Reference is made to Bureau letter dated 7-31-58, in which certain information concerning the Special Agents Insurance Fund and the Charles S. Ross Fund was set out. Since these records are maintained at in accordance with Bureau instructions, this information is being directed to you for inclusion in the confidential records repository.

b7E

As of the close of business 9-16-83, the Special Agents Insurance Fund maintained the following accounts:

SPECIAL AGENTS INSURANCE FUND

BANKING INSTITUTIONS

ACCOUNT NUMBER

AMOUNT

Savings Account

Virginia National Bank

\$ 9,019.36

Now Account

Home Federal S & L Assn.

2,642.65

SUBTOTAL

\$ 11,662.01

Certificates of Deposit

Capital City Federal
S & L Assn.

\$100,000.00

Interstate Federal
S & L Assn.

100,000.00

Washington Federal
S & L Assn.

100,000.00

Virginia National Bank

28,810.51

SUBTOTAL

\$328,810.51

TOTAL

\$340,472.52

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:

Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____

Legal Coun. _____
Off. Cong. & Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

1 - Mr. (sent direct)

MBW:aid (5)

Director _____
Exec AD-Adm. _____
Exec AD-Inv. _____
Exec AD-LES _____

Exec AD-LES _____
Exec AD-LES _____
Exec AD-LES _____

Exec AD-LES _____
Exec AD-LES _____
Exec AD-LES _____

PERS. REC. UNIT

68 NOV 29 1983

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66-17331-3594
66-4182-
66-77301-
UNRECORDED COPY FILED IN

Memorandum from Director to Assistant Director, [REDACTED]
Re: Buplans

b7E

Balance brought forward

\$340,472.52

Money Funds

Moneymart Assets, Inc.
National Permanent Bank
Home Fed. S & L Assn.

[REDACTED]

\$ 21,686.44
105,247.69
80,701.79

b7E

TOTAL

\$207,635.92

GRAND TOTAL

\$548,108.44

All Special Agents with the exception of [REDACTED]
[REDACTED], Monterey; [REDACTED], New York; [REDACTED]
[REDACTED], Detroit; and [REDACTED], Houston; were members
of the Special Agents Insurance Fund at the close of business
9-16-83.

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As of the close of business 9-16-83, the Charles S. Ross
Fund maintained the following accounts:

CHARLES S. ROSS FUND

BANKING INSTITUTIONS

ACCOUNT NUMBER

AMOUNT

Money Funds

National Permanent
Fed. S & L Assn.
Government Investors
Inc.

[REDACTED]

\$103,277.80
7,770.11

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GRAND TOTAL

\$111,047.91

Memorandum



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir. _____
Adm. _____
Crim. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. COLWELL *DC* Date 8/29/84

From : MR. BAYSE *wab/ko*

Subject : CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS *OBVIOUSLY FEI 119*

Re to Mr. Cochran memorandum dated 6/9/78,
captioned "Realignment of Cadre of Executive Team 2 (BRAVO), FPA
Special Facility, Buplans."

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PURPOSE: To submit for approval the assignment of the following
FBI personnel: Office of Congressional and Public
Affairs, Assistant Director William M. Baker; Intelligence
Division, Deputy Assistant Director Thomas E. Duhadway; Criminal
Investigative Division, Deputy Assistant Director Floyd I.
Clarke; and Intelligence Division, Section Chief Don K. Pettus.

RECOMMENDATION: That Executive Assistant Director Colwell,
approve the aforementioned personnel as members
of the cadre of Executive Team 2 (BRAVO).

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____	Off. of Cong. & Public Affs. _____	
Exec. AD-Adm. <i>DC</i>	Ident. _____	Rec. Mgnt. _____
Exec. AD-Inv. _____	Inspection _____	Tech. Servs. <i>wab/ko</i>
Exec. AD-LES _____	Intell. _____	Training _____

SMC

DETAILS: Rememo established the policy that when personnel are
recommended for assignment to the cadre of BRAVO Team,
the recommendation is to be approved by the team leader,
currently Executive Assistant Director, Lee Colwell.

66-17381-3594X

7 JUN 11 1986

- 1 - Mr. Colwell
- 1 - Mr. Bayse
- 1 - Mr. Clarke
- 1 - Mr. Duhadway
- 1 - Mr.
- 1 - Mr. Baker

LMX/m
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(CONTINUED-OVER)

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8/10

78 AUG 16 1986

Memorandum to Mr. Colwell from Mr. Bayse
Re: Cadre of Executive Team 2 (BRAVO)
Federal Emergency Management Agency (FEMA)
Special Facility
Emergency Plans

A number of FBIHQ personnel assigned to the BRAVO team have either transferred or have been reassigned. Recommendations for replacement personnel were held in abeyance pending clarification from the FEMA concerning continuation of the BRAVO team concept. The FEMA now advises that the new Continuity of Government (COG) program referred to as the [] program and other emergency preparedness programs to include the [] program will augment and not replace existing COG programs. The BRAVO team concept will therefore continue.

b7E

Assignment to the BRAVO team, in general, is based on assignment to the Deputy Assistant Director level at FBIHQ. In addition, the Assistant Director of the Office of Congressional and Public Affairs and two Section Chiefs from both the Criminal and Intelligence Divisions are also assigned to this team. Therefore, the following replacement personnel are recommended for assignment to the BRAVO team.

Assistant Director William M. Baker
Deputy Assistant Director Thomas E. Duhadway
Deputy Assistant Director Floyd L. Clarke
Section Chief Don K. Pettus

BRAVO team responsibilities for new personnel will be set forth by separate memorandum.

Memorandum

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HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/clb



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. COLWELL

Date 6/3/85

From : MR. BAYSE

Subject : CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS **BUPLANS-FBIHQ**

Re [] to Mr. Cochran memorandum dated 6/9/78,
captioned "Realignment of Cadre of Executive Team 2 (BRAVO), FPA
Special Facility, Buplans."

PURPOSE: To request approval for the assignment of Francis J.
Storey, Jr., Section Chief of the Organized Crime
Section, Criminal Investigative Division as a member of the cadre
of Executive Team 2 (BRAVO).

RECOMMENDATION: That Executive Assistant Director Lee Colwell
approve Francis J. Storey, Jr. as a member of the
cadre of Executive Team 2 (BRAVO).

APPROVED:

Director	Adm. Servs.	Laboratory
Exec. AD-Adm.	Crim. Inv.	Legal Coun.
Exec. AD-Inv.	Ident.	Off. of Cong. & Public Affs.
Exec. AD-LES	Inspection	Rec. Mgnt.
	Intell.	Tech. Servs.
		Training

Sto

DETAILS: Rememo established the policy that when personnel are
recommended for assignment to the cadre of the BRAVO
Team, the recommendation is to be approved by the team leader,
currently Executive Assistant Director, Lee Colwell.

[] has been designated to attend the
Senior Seminar, Foreign Services Institute, Department of State,
therefore it is requested that his replacement on the BRAVO Team be
Francis J. Storey, Jr., Section Chief Organized Crime Section,
Criminal Investigative Division.

DE-60 66-17381-3594X1

- 1 - Mr. Colwell
- 1 - Mr. Bayse
- 1 - Mr. []

LMX
(4)

JUN 4 1985

46 FEB 21 1987

Memorandum

ALL INFORMATION CONTAINED
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DATE 01-27-2012 BY 60324 uc baw/sab/clb



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. COLWELL Date 1/18/85

From : MR. BAYSE

Subject : CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

Re: [redacted] to Mr. Cochran memorandum dated 6/9/78, captioned
"Realignment of Cadre of Executive Team 2 (BRAVO), FPA Special
Facility, Buplans."

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PURPOSE: To request approval for the assignment of
Lawrence K. York, Deputy Assistant Director,
Identification Division as a member of the cadre of Executive Team
2 (BRAVO).

RECOMMENDATION: That Executive Assistant Director Lee Colwell
approve Lawrence K. York as member of the cadre
of Executive Team 2 (BRAVO).

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. _____
Exec. AD-Inv. _____ Inspection _____ Tech. Servs. _____
Exec. AD-LES _____ Intell. _____ Training _____

DETAILS: Rememo established the policy that when personnel are
recommended for assignment to the cadre of the BRAVO
Team, the recommendation is to be approved by the team leader,
currently Executive Assistant Director, Lee Colwell.

Conrad S. Banner, Deputy Assistant Director,
Identification Division, retired January 1985, therefore it is
requested that his replacement on the BRAVO Team be Lawrence K.
York, Deputy Assistant Director, Identification Division.

- 1 - Mr. Colwell
- 1 - Mr. Bayse
- 1 - Mr. [redacted]

LM
(4)

66-17381-3594X2

2 JUL 31 1986

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OCT 1 1987

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/cls

218

Date 10-22-85

Classification of Mail:

- ☐ Unclassified
☐ Confidential
☐ Secret
☒ Top Secret*
☐ SCI*

Mail Category:

Letter	_____	Airtel	_____
LHM	_____	Memo	<u>X</u>
Report	_____	Other	_____
Teletype	_____		

FD-501 Number _____ FD-502 Number _____

Subject biplans emergencyDate of Mail 10-22-85Description of Material OLTBHQ
(include identity of originating office or agency)

This serial has been removed and placed in:

☒ Special File Room, Room 5991, FBIHQ☐(Field Office - Room, Cabinet, or other
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☐ TS/SCICO, FBIHQ, 62-116065☐ Field Office Manager —60-17381-3595
File and Serial number_____
(Signature and Title of Approving Official)_____
Date

*requires special handling

PERMANENT SERIAL CHARGE-OUT

Memorandum

~~SECRET~~

218



Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.: _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
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Legal Coun. _____
Off. Cong. & _____
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To :

MR. MINTZ

Date

2/7/86

From :

MR. BAYSE

Buplans FBIHQ

Subject :

CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

This memorandum is classified ~~SECRET~~ in its entirety. Reference [] to Mr. Cochran memorandum dated 6/9/78, captioned "Realignment of Cadre of Executive Team 2 (Bravo), FPA Special Facility, Buplans."

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b7C

PURPOSE: To request approval for the assignment of Deputy Assistant Director (DAD) Anthony E. Daniels, Criminal Investigative Division (CID); DAD Allen H. McCreight, Administrative Services Division (ASD); DAD John F. Risdon, Identification Division (IDENT); DAD Thomas A. Kelley, Legal Counsel Division (LCD); and Section Chief James A. Tomlinson, Intelligence Division (INTD), as members of the cadre of Executive Team 2 (BRAVO).

RECOMMENDATION: That Executive Assistant Director, John A. Mintz approve DAD Daniels, CID; DAD McCreight, ASD; DAD Risdon, IDENT; DAD Kelley, LCD; and Section Chief James A. Tomlinson, INTD, as members of the cadre of Executive Team 2 (BRAVO).

APPROVED: _____
Adm. Servs. _____
Crim. Inv. _____
Director _____
Exec. AD-Inv. _____
Exec. AD-LES _____
Laboratory _____
Legal Coun. _____
Off. of Cong. & Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____

DETAILS: Rememo established the policy that as personnel are recommended for assignment to the cadre of the BRAVO team, that recommendation is to be approved by the team leader, currently Executive Assistant Director, John A. Mintz.

Enclosure

- 1 - Mr. Mintz
- 1 - Mr. Bayse
- 1 - Mr. Sharp
- 1 - Mr. York
- 1 - Mr. Geer
- 1 - Mr. Clarke
- 1 - Mr. Davis
- 1 - Mr. [] (Attn: Mrs. [])

LM (9)

(Continued-Over)

~~SECRET~~

~~SECRET~~

Memorandum to Mr. Mintz from Mr. Bayse
Re: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

Mr. Floyd Clarke, CID, Mr. Edwin Sharp, ASD, and Mr. Lawrence York, IDENT, have been designated Assistant Director of respective divisions, automatically placing them on the ALPHA team. Therefore, it is being requested that their replacements on the BRAVO team be DAD Daniels, CID; DAD McCreight, ASD; and DAD Risdon, IDENT. Section Chief James A. Tomlinson, INTD, replaces Section Chief Don K. Pettus. DAD Thomas A. Kelley, LCD is being appointed to fill the vacancy of that division.

- 2 -

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Allocation 22

2/7/86

FEDERAL BUREAU OF INVESTIGATION
BRAVO TEAM MEMBERS

BAKER, WILLIAM M.

BOYD, KIER T.

DANIELS, ANTHONY E.

[REDACTED]

DUHADWAY, THOMAS E.

[REDACTED]

KELLEY, THOMAS A.

[REDACTED]

MC CREIGHT, ALLEN H.

MINTZ, JOHN A.

[REDACTED]

RISDON, JOHN F.

[REDACTED]

STOREY, FRANCIS

[REDACTED]

TOMLINSON, JAMES E.

WEBSTER, WILLIAM H.

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~~SECRET~~

66-17381-3596

ENCLOSURE

DATE: AUGUST 5, 1986

TO: MR. [REDACTED]
CHIEF, PLANS AND OPERATIONS DIVISION
FEDERAL EMERGENCY MANAGEMENT AGENCY
OFFICE OF FACILITIES MANAGEMENT

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ATTENTION: [REDACTED]

FROM: WILLIAM A. BAYSE
ASSISTANT DIRECTOR
TECHNICAL SERVICES DIVISION
FEDERAL BUREAU OF INVESTIGATION

SUBJECT: FBI CADRE PERSONNEL.

BUPLANS FBIHQ

Please delete Mr. [REDACTED] from the Cadre list. As he will continue to attend meetings at the FEMASF, he will retain his access badge and be carried on the Special Exception list.

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b7C

Mr. James H. Yellvington and Mr. Gordon N. Zacrep have been designated as members of the FBI BRAVO team and will relocate at the FEMA Special Facility in the event of a national emergency. Both individuals have a "~~Top Secret~~" clearance based on Full Field FBI Background Investigation and updated on a five-year basis.

James H. Yellvington

SSN: [REDACTED]
DOB: [REDACTED]
POB: [REDACTED]
DOC: 02/12/62 (TS)

Gordon N. Zacrep

SSN: [REDACTED]
DOB: [REDACTED]
POB: [REDACTED]
DOC: 01/18/71 (TS)

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Enclosed for FEMA Security Officer is access badge number [REDACTED] and access badge number [REDACTED].

b7E

Enclosed for FEMA Special Facility is a complete up-to-date list of FBI Cadre members and Special Exceptions for your records. If you have any questions, please contact [REDACTED] Emergency Plans Coordinator, telephone number [REDACTED].

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66-17381-3597

Exec AD Inv. _____
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Legal Coun. _____
Plan. & Insp. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

~~SECRET~~ MATERIAL ATTACHED

1 - Ms. [REDACTED], FEMAHQ, sent direct
1 - Mr. [REDACTED]

LMH
(4)

R 315950 093

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MAIL ROOM ☒

~~SECRET~~

7/31/86

FEDERAL BUREAU OF INVESTIGATION
BRAVO TEAM MEMBER

Allocation 22

PRIMARY

1. AHLERICH, MILT
2. DANIELS, ANTHONY E.
3. [REDACTED]
4. DUHADWAY, THOMAS E.
5. GLOVER, JOHN D.
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. KELLEY, THOMAS A.
10. [REDACTED]
11. [REDACTED]
12. [REDACTED]
13. RISDON, JOHN F.
14. [REDACTED]
15. [REDACTED]
16. STOREY, FRANCIS
17. [REDACTED]
18. TOMLINSON, JAMES E.
19. [REDACTED]
20. WEBSTER, WILLIAM H.
21. YELVINGTON, JAMES H.
22. ZACREP, GORDON N.

SPECIAL EXCEPTION

[REDACTED]
BOYD, KIER T.

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~~SECRET~~

DATE: JULY 2, 1986

TO: MR. [REDACTED]
CHIEF, PLANS AND OPERATIONS DIVISION
FEDERAL EMERGENCY MANAGEMENT AGENCY
OFFICE OF FACILITIES MANAGEMENT

ATTENTION: [REDACTED]

FROM: WILLIAM A. BAYSE
ASSISTANT DIRECTOR
TECHNICAL SERVICES DIVISION
FEDERAL BUREAU OF INVESTIGATION

SUBJECT: FBI CADRE PERSONNEL

Due to the continuous realignment of Cadre members the FBI will no longer request access badges for members of the Cadre. Access badges will only be requested for personnel carried as Special Exceptions. Access badges already issued to Cadre personnel will be returned to the FEMA Security Officer as soon as possible.

Please delete the following personnel from the Cadre list: William M. Baker, [REDACTED]
[REDACTED], Allen H. McCreight, John A. Mintz, and [REDACTED]

The following individuals have been designated members of the FBI BRAVO team and will relocate at the FEMA Special Facility in the event of a national emergency. All individuals have a "Top Secret" clearance based on Full Field FBI Background Investigation completed on date indicated below and updated on a five-year basis.

SECRET MATERIAL ATTACHED

- 1 - Ms. [REDACTED], FEMAHQ, sent direct
1 - Mr. [REDACTED] (detached)

(4) NOTE: Original mailed to Mr. [REDACTED], FEMASF and one copy mailed to [REDACTED] FEMAHQ.

[REDACTED] Per 3662, 20241

97 MAY 29 1987

FEDERAL GOVERNMENT

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- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.: _____
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- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

APPROVED:

- Director _____
- Exec. AD-Adm. _____
- Exec. AD-Inv. _____
- Exec. AD-LES _____

- Adm. Servs. _____
- Crim. Inv. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____

SECRET

FBI CADRE PERSONNEL

Name	Date
Ahlerich, Milt	10/06/68
Daniels, Anthony E.	11/13/67
Glover, John D.	10/17/66
[REDACTED]	06/02/69
Kelley, Thomas A.	08/11/69
[REDACTED]	10/11/63
Storey, Francis	02/08/71
Tomlinson, James E.	03/26/62
[REDACTED]	11/02/70
	06/13/57

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Mr. [REDACTED] has recently become a permanent member of the Communications Security and Emergency Plans Unit therefore, it is requested he be placed on the Special Exceptions list. FEMA form SF-86-12 and three photographs for Mr. [REDACTED] will be forwarded to the FEMA Security Officer in the near future. Mr. [REDACTED] has a "~~Top Secret~~" clearance based on a Full Field FBI Background Investigation completed on 6/1/76 and updated on a five-year basis.

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The enclosed is a complete up-to-date list of FBI Cadre members and Special Exceptions for your records. If you have any questions, please contact [REDACTED] Emergency Plans Coordinator, telephone number [REDACTED].

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7/1/86

FEDERAL BUREAU OF INVESTIGATION
BRAVO TEAM MEMBER

Allocation 22

PRIMARY

1. AHLERICH, MILT
2. BOYD, KIER T.
3. DANIELS, ANTHONY E.
4. [REDACTED]
5. DUHADWAY, THOMAS E.
6. GLOVER, JOHN D.
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. KELLEY, THOMAS A.
11. [REDACTED]
12. [REDACTED]
13. [REDACTED]
14. RISDON, JOHN F.
15. [REDACTED]
16. [REDACTED]
17. STOREY, FRANCIS
18. [REDACTED]
19. TOMLINSON, JAMES E.
20. [REDACTED]
21. WEBSTER, WILLIAM H.
22. VACANT

SPECIAL EXCEPTION

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NOTE: THE TERM "SPECIAL EXCEPTION" IS USED BY THE FEMA TO
DESIGNATE PERSONNEL WHO REQUIRE ACCESS TO THE SPECIAL FACILITY
BUT WHO ARE NOT DESIGNATED TO RELOCATE AT THAT SITE

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66-17381-3598

Memorandum

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DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

Exec AD Adm. _____
Exec AD Inv. _____
Exec AD LES _____
Asst. Dir.:
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Insp. _____
Intell. _____
Lab. _____
Legal Coun. _____
Off. Cong. &
Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

To : MR. GLOVER *was/ko*

Date 7/30/86

From : MR. BAYSE *was/ko*

Subject : CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

This memorandum is classified ~~SECRET~~ in its entirety.

Reference [] to Mr. Cochran, memorandum dated 6/9/78, captioned "Realignment of Cadre of Executive Team 2 (BRAVO), FPA Special Facility, Buplans."

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PURPOSE: To request approval for the assignment of Deputy Assistant Director (DAD) James H. Yelvington, Administrative Services Division (ASD), and Section Chief Gordon N. Zacrep, Technical Services Division (TSD), as members of BRAVO Cadre, Executive Team 2.

RECOMMENDATION: 1. That DAD James H. Yelvington, ASD, be approved as a member of BRAVO Cadre, Executive Team 2.

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Rec. Mgnt. _____
Exec. AD-Inv. _____ Tech. Servs. *was/ko*
Exec. AD-LES _____ Intell. _____

2. Section Chief Gordon N. Zacrep, TSD, be approved as a member of BRAVO Cadre, Executive Team 2.

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Rec. Mgnt. *was/ko*
Exec. AD-Inv. _____ Tech. Servs. *was/ko*
Exec. AD-LES _____ Intell. _____

12 AUG 15 1986

SECRET MATERIAL ATTACHED

- 1 - Mr. Glover
- 1 - Mr. Bayse (Attention: Mr. Zacrep)
- 1 - Mr. Sharp (Attention: Mr. Yelvington)
- 1 - Mr. [] (Attention: Mrs. [])

MLM
(5)

ENCLOSURE ATTACHED

~~SECRET~~

68 JUN 5 1987

~~SECRET~~

Memorandum to Mr. Glover from Mr. Bayse, dated 7/30/86

RE: CADRE OF EXECUTIVE TEAM 2 (BRAVO)
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
SPECIAL FACILITY
EMERGENCY PLANS

DETAILS: Rememo established the policy that personnel recommended for assignment to the BRAVO Cadre be approved by the team leader, currently Executive Assistant Director John D. Glover.

DAD James H. Yelvington will fill the vacancy created by the reassignment of Allen H. McCreight. DAD Kier T. Boyd has been assigned to the ADOBE Team thereby precluding his participation on the BRAVO Team. DAD Boyd has recommended that Section Chief Gordon N. Zacrep fill this vacancy.

- 2 -

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7/30/86

FEDERAL BUREAU OF INVESTIGATION
BRAVO TEAM MEMBER

Allocation 22

PRIMARY

1. AHLERICH, MILT
2. DANIELS, ANTHONY E.
3. [REDACTED]
4. DUHADWAY, THOMAS E.
5. GLOVER, JOHN D.
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. KELLEY, THOMAS A.
10. [REDACTED]
11. [REDACTED]
12. [REDACTED]
13. RISDON, JOHN F.
14. [REDACTED]
15. [REDACTED]
16. STOREY, FRANCIS
17. [REDACTED]
18. TOMLINSON, JAMES E.
19. [REDACTED]
20. WEBSTER, WILLIAM H.
21. YELVINGTON, JAMES H.
22. ZACREP, GORDON N.

SPECIAL EXCEPTION

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b7C

NOTE: THE TERM "SPECIAL EXCEPTION" IS USED BY THE FEMA TO
DESIGNATE PERSONNEL WHO REQUIRE ACCESS TO THE SPECIAL FACILITY BUT
WHO ARE NOT DESIGNATED TO RELOCATE AT THAT SITE.

~~SECRET~~

101-3599

ENCLOSURE

Memorandum

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 01-27-2012 BY 60324 uc baw/sab/clc



Exec AD Adm. _____
Exec AD Inv. _____
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Tech. Servs. _____
Training _____
Telephone Rm. _____
Director's Sec'y _____

SSP

CLASS
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REC

To : Mr. Glover

Date 2/5/88

From : W. A. Bayse *WAB/CD*

Subject : SECURITY OF THE DIRECTOR
EMERGENCY PLANS
① BUPLANS FBIHQ

PURPOSE: To advise recipients of an organizational meeting to review and update security/relocation plans for the Director.

RECOMMENDATIONS: (1) Personnel from the appropriate units/groups meet and form a team to:

A. Survey the overall status of plans, physical surroundings, available physical security devices, and alternate in-place communications for the Director.

B. Rewrite the plan into an integrated strategic plan with tactical appendices.

AFFORWARDED:

Adm. Servs. _____ *Off. of Cong. & Public Affs.* _____
Crim. Inv. _____ *Off. of Lia.* _____
Ident. _____ *Off. of Insp.* _____
Intell. _____ *Rec. Mgnt.* _____
Lab. _____ *Tech. Servs.* *WAB/CD*
Legal Coun. _____ *Training* _____

- 1 - Mr. Glover
- 1 - Mr. Greenleaf
(Attn: Mr.)
- 1 - Mr. Sharp
(Attn: Mr.)
- 1 - Mr. Gavin
(Attn: Mr.)
- 2 - Mr. Clarke
(Attn: Mr.)
(Attn: Mr.)
- 1 - Mr. Bayse
- 1 - Mr.
- 1 - Mr.
- 1 - Mr.
- 1 - Mr.
- 1 - Mr.
- 1 - Mr.

66-17381-3579X

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16 FEB 22 1988

g/m

Memorandum from W. A. Bayse to Mr. Glover
 Re: SECURITY OF THE DIRECTOR
 EMERGENCY PLANS

(2) A report be prepared with specific recommendations to include an integrated strategic plan with tactical appendices.

APPROVED:	Adm. Serv.	Ch. of Ops.
	Ch. of Inv.	& Public Aff.
	Ident.	Ch. of Lia.
	Intell.	& Inf. Aff.
	Lab.	Rec. Mgmt.
	Legal Coun.	Tech. Serv.
		Training

EW *1/49* *WAB*

DETAILS: Security/evacuation/relocation plans for the Director have not had a comprehensive review/rewrite in the recent past where all Divisions were involved to write an overall plan. In recent times both the FBI's offensive/defensive capabilities, and the threat capabilities of hostile elements have evolved to a broader range of options.

Technical Services Division (TSD) is beginning a review of emergency plans for relocation of the Director in the event of local or national threats to his personal safety or surroundings. Further, TSD believes this review should involve the entire range of current FBI capabilities.

The group will consist of the following personnel:

Mr. [] - Director's Security Detail, Administrative Services Division
 Mr. [] - Criminal Investigative Division
 Mr. [] - Inspection Division
 Mr. [] - Special Operations and Research Unit
 Mr. [] - TSD
 Mr. [] - ES, TSD
 Mr. [] - Emergency Plans, Physical Surveillance/Special Operations Unit (PS/SOU), ES, TSD
 Mr. [] - Intrusion Detection, PS/SOU, ES, TSD
 Mr. [] - Crisis Management, PS/SOU, ES, TSD
 Mr. [] - Hostage Rescue Team

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Items to be discussed at the initial meeting should include, but not be limited to: types of threats, options to counter threats, secure relocation sites both within and outside of the JEH Building, "Executive Corridor" vulnerabilities, new physical security equipment, alternative communication requirements, and evacuation modes.

The meeting will be held on Monday, 2/8/88, at 1:30 p.m. at the Engineering Research Facility Conference Room.

Attendees may contact Mr. [], extension 110-3117, for further details.

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SSP

Memorandum



Exec AD Adm. _____
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 Exec AD LES _____
 Asst. Dir.:
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 Training _____
 Telephone Rm. _____
 Director's Sec'y _____

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ALL INFORMATION CONTAINED
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 DATE 01-27-2012 BY 60324 uc baw/sab/clb

3599

To *[Signature]* Mr. Sharp

Date 10/7/88

From *[Signature]*

OBUPLANS FBIHQ

b6
b7C

Subject : J. EDGAR HOOVER (JEH) FBI BUILDING
 OCCUPANT EMERGENCY PLAN

PURPOSE: To report results of the emergency evacuation drills held on 10/5/88 and 10/6/88 in the JEH Building.

RECOMMENDATION: None. For information only.

APPROVED:

[Signature]
 Adm. Servs. _____ Off. of Cong. & Public Affs. _____
 Crim. Inv. _____ Off. of Lia. & Intl. Affs. _____
 Ident. _____
 Director _____ Inspection _____
 Exec. AD-Adm. _____ Intell. _____
 Exec. AD-Inv. _____ Laboratory _____
 Exec. AD-LES _____ Legal Coun. _____ Training _____

DETAILS: The night shift drill was held on 10/5/88. The Fire Alarm System was activated at 7:46 p.m. and approximately 1,000 employees were evacuated by 7:57 p.m. The alarm was silenced and employees returned to their work areas shortly thereafter.

The day shift drill was held on 10/6/88. The Fire Alarm System was activated at 9:55 a.m. and approximately 7,000 employees were evacuated from the building by 10:10 a.m. The bells were silenced and employees returned shortly thereafter.

Occupants evacuated the building in a safe and speedy manner with no reported injuries.

The building emergency systems operated as designed with the exception of the elevators and some of the bells. Several of the elevators failed to recall to the street/exit level. Facilities Management Unit, Maintenance Control, will ensure that the problems with the elevators are corrected. Also, some of the bells failed to ring and occupants of two areas could not clearly hear the alarm. The deficiencies with the bells will be corrected by GSA Fire Alarm Shop.

1 - Mr.
 1 - Mr. Moore

RCM:sjl (3)

[Handwritten initials]

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[Handwritten signature]

~~SECRET~~

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 01-27-2012

AIRTEL

3/28/90

Director, FBI (66-17381)

SAC, Washington Metropolitan Field Office (WMFO)

EMERGENCY PREPAREDNESS PROGRAM
FIELD RELOCATION FACILITIES

Buplaus + B117

This document is classified "~~SECRET~~" in its entirety,
unless otherwise noted. (U)

Reference WMFO airtel to FBIHQ, dated 3/5/90 and
reference FBIHQ telephone call to Supervisory Special
Agent [redacted] on 3/15/90.

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Referenced airtel advised of suspected misuse of
telephone lines installed in the WMFO relocation site and
unsuitability of site to properly support WMFO's relocation
functions.

WMFO should prepare a report detailing the current
status and condition of the WMFO relocation site. This report
should include the dimensions of the space, office furniture,
available billeting, working phone lines, power/electrical system
characteristics and a list of supplies/equipment (high frequency
radio, generator, etc.).

WMFO, in conjunction with Pittsburgh Division, should
advise FBIHQ of the details of the suspected misuse of Bureau
telephone lines but conduct no investigation which would
compromise the facility's function.

FBIHQ is currently revising requirements for field
office relocation sites and emergency plans which should be
promulgated in the near future.

Until new guidelines are released, WMFO will maintain
its current relocation site.

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Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Off. Liaison &
Int. Affs. _____
Telephone Rm. _____
Director's Sec'y _____

1 - Mr. Bayse
1 - Mr. [redacted]
1 - Mr. [redacted]

DVH/llp (6)

MAIL ROOM ☐

APPROVED:

Director _____
Dep. Dir. _____
Asst. Dir. _____
Inv. _____

Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____

Legal Coun. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____
Cong. Affs. _____
Off. of EEO _____

Off. of Liaison _____

Classified by 9175
Declassify on: OADR

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3601

Memorandum



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Exec AD Inv. _____
Exec AD LES _____
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Off. Cong. & Public Affs. _____
Rec. Mgnt. _____
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Training _____
Telephone Rm. _____
Director's Sec'y _____

CLASS
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REC

To : Mr. [Redacted] *WJK/uro*

Date 10/23/90

b6
b7C

From : [Redacted] *WJK/uro*

Subject : J. EDGAR HOOVER (JEH) FBI BUILDING
OCCUPANT EMERGENCY PLAN

BUPLANS FBIHQ

PURPOSE: To advise that emergency evacuation drill for the day shift and night shift has been scheduled for October 30, 1990. Day shift will be between the hours of 8:00 am and 5:30 pm and the night shift will be between 6 pm. and 12 midnight.

RECOMMENDATION: That each Division advise their employees of the building evacuation drills to be held on 10/30/90 for the day and night shift.

APPROVED: *WJK/uro*

Director _____	Adm. Servs. _____	Legal Coun. _____	Off. of Liaison _____
Dep. Dir. _____	Crim. Inv. _____	Rec. Mgnt. _____	& Int. Affs. _____
ADD-Adm. _____	Ident. _____	Tech. Servs. _____	Off. of _____
ADD-Inv. _____	Inspection _____	Training _____	Public Affs. _____
	Intell. _____	Cong. Affs. Off. _____	
	Laboratory _____	Off. of EEO _____	

DETAILS: General Services Administration (GSA) regulations require that an annual emergency evacuation be held in each Federal Building.

Standard procedure is that all personnel, with the exception of those employees necessary to monitor critical operations, are required to participate in the drill. Our building evacuation drill will be held on 10/30/90 for the day and night shift. All Division Safety Wardens should insure that the appropriate personnel assigned to all shifts in their respective Divisions are aware of the emergency evacuation procedures.

Enclosures

- 1 - Mr. Clarke
- 1 - Mr. Greenleaf
- 1 - Mr. Revell
- 1 - Each Assistant Director
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mrs. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mrs. [Redacted]
- 1 - Mr. [Redacted]
- 1 - Mr. [Redacted]

RJM:kyh (28)

SEE NOTE PAGE 2

66-17381-3602

*DBS 75
SLCAF*

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Memorandum to Mr. [] from []
Re: J. Edgar Hoover (JEH) FBI Building
Occupant Emergency Plan

b6
b7C

At the conclusion of the drill, the building alarm system will be sounded three times as a signal to re-enter the building. All employees must have their SACS Badge to re-enter the building. All Division Safety Wardens have been provided with copies of the Occupant Emergency Plan and floor plans for the space occupied by their respective divisions. The Safety Warden for the Identification Division will coordinate the evacuation of the Executive Office complex on the 7th floor, as well as the occupants on the 8th floor. Names of the Division Safety Wardens are contained on page 14 of the Occupant Emergency Plan.

Division Safety Wardens should insure that personnel monitoring critical operations and unable to participate in the evacuation drill are aware of the procedures to follow in the event of an actual emergency evacuation.

All employees are requested to notify the Facility Manager, [], Room 1B 858, through their respective Division Warden, of any location in the JEH Building where the fire alarm cannot be heard.

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Enclosure (Occupant Emergency Plan) is attached to original memorandum only and has been previously disseminated to Division Safety Wardens.

NOTE: Personnel are reminded that due to the Pennsylvania Avenue sidewalk reconstruction project they may not exit the building area through the main gate onto Pennsylvania Avenue. However, personnel may exit through the courtyard/drive-thru and through the pedestrian exits at 9th & 10th Streets onto Pennsylvania Avenue.